



Public Works and Government Services  
Canada

Travaux publics et Services  
gouvernementaux Canada

**Purchasing Office - Bureau des achats:**  
Informatics Professional Services - EL  
Division/Services professionnels en informatique -  
division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

## CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended; unless  
otherwise indicated, all other terms and conditions of  
the contract remain the same.

Ce document est par la présente modifié; sauf indication  
contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this  
amendment.

Le fournisseur/entrepreneur accepte la présente  
modification/en accusé réception.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Name, title of person authorized to sign (type or print)  
Nom et titre du signataire autorisé (taper ou imprimer)


Return signed copy forthwith  
Prrière de retourner une copie dûment signée immédiatement

**Comments - Commentaires**

### Vendor/Firm Name and Address

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

871072369PG0001  
MODIS CANADA INC.  
155 Queen Street  
Suite 1206  
Ottawa  
Ontario  
K1P6L1  
Canada

<b>Title - Sujet</b> IT SERVICES SUPPLY CHAIN PROJECT	
<b>Contract No. - N° du contrat</b> 47060-136911/021/EL	<b>Amendment No. - N° Modif</b> 001
<b>Client Reference No. - N° de référence du client</b> 47060-136911	<b>Date</b> 2015-02-17
<b>Requisition Reference No. - N° de la demande</b> 47060-136911	
<b>File No. - N° de dossier</b> 615el.47060-136911	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Financial Codes</b> <b>Code(s) financier(s)</b>	
<b>GST/HST</b> <b>TPS/TVH</b>	
<b>F.O.B. - F.A.B.</b> <b>Destination</b>	
<b>GST/HST - TPS/TVH</b> Included - Inclus	<b>Duty - Droits</b> See Herein - Voir ci-inclus
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canada Border Services Agency (CBSA) 355 North River Road Tower B, 17th Floor Ottawa, ON, K1A 0L8	
<b>Invoices - Original and two copies to be sent to:</b> <b>Factures - Envoyer l'original et deux copies à:</b> vendors-fournisseurs@cbsa-asfc.gc.ca	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Ghaddab, Nabil	<b>Buyer Id - Id de l'acheteur</b> 615el
<b>Telephone No. - N° de téléphone</b> (819) 956-5419 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Increase (Decrease) - Augmentation (Diminution)</b> \$0.00	
<b>Revised estimated cost</b> <b>Coût révisé estimatif</b> \$9,978,038.81	<b>Currency Type - Genre de devise</b> CAD
<b>For the Minister - Pour le Ministre</b> 	



Contract No. - N° du contrat	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur
47060-136911/021/EL	001	615el
Client Ref. No. - N° de réf. du client	File No. - N° du dossier	CCC No./N° CCC - FMS No./N° VME
47060-136911	615el47060-136911	

This Contract Amendment is raised to extend the period of the contract by exercising option period 001 and 002.

**Modification to article 6. Contract Period, as follows:**

DELETE article 6. in its entirety; and

REPLACE with the following:

**6. Contract Period**

(a) **Contract Period:** The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:

- (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends on January 23, 2019; and
- (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b) **Option to Extend the Contract:**

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three additional one-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

**ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN THE SAME**





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## CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended: unless otherwise indicated, all other terms and conditions of the contract remain the same.  
Ce document est par la présente modifié: sauf indication contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this amendment.

Le fournisseur/entrepreneur accepte la présente modification/en accusé réception.


Signature \_\_\_\_\_ Date \_\_\_\_\_  
Name, title of person authorized to sign (type or print)  
Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith  
Prière de retourner une copie dûment signée immédiatement

**Comments - Commentaires**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

871072369PG0001  
MODIS CANADA INC.  
155 Queen Street  
Suite 1206  
Ottawa  
Ontario  
K1P6L1  
Canada

<b>Title - Sujet</b> IT SERVICES SUPPLY CHAIN PROJECT	
<b>Contract No. - N° du contrat</b> 47060-136911/021/EL	<b>Amendment No. - N° Modif</b> 002
<b>Client Reference No. - N° de référence du client</b> 47060-136911	<b>Date</b> 2016-04-21
<b>Requisition Reference No. - N° de la demande</b> 47060-136911	
<b>File No. - N° de dossier</b> 615el.47060-136911	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Financial Codes</b> <b>Code(s) financier(s)</b>	
<b>GST/HST</b> <b>TPS/TVH</b>	
<b>F.O.B. - F.A.B.</b> Destination	
<b>GST/HST - TPS/TVH</b> Included - Inclus	<b>Duty - Droits</b> See Herein - Voir ci-inclus
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canada Border Services Agency (CBSA) 355 North River Road Tower B, 17th Floor Ottawa, ON, K1A 0L8	
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<b>Telephone No. - N° de téléphone</b> (819) 956-5419 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Increase (Decrease) - Augmentation (Diminution)</b> \$0.00	
<b>Revised estimated cost</b> <b>Coût révisé estimatif</b> \$9,978,038.81	<b>Currency Type - Genre de devise</b> CAD
<b>For the Minister - Pour le Ministre</b> 	



This Contract Amendment is raised in order to 1) modify article 7. Authorities for Canada; 2) to replace 2035 - General Conditions - Higher Complexity – Services to comply with PWGSC's new Code of Conduct for Integrity measures; and 3) to modify the Task Authorization (TA) Form.

**1. Modification to Article 7 (Authorities), as follows:**

DELETE: Article 7. in its entirety; and

INSERT: Article 7. Authorities; as follows:

**7. AUTHORITIES**

**(a) Contracting Authority:** The Contracting Authority is the individual identified below and is responsible for the management of the Contract. Any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor is not to perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from any government personnel other than the aforementioned officer.

Name: Nabil Ghaddab  
Supply Specialist  
STAMS / ITSPD / EL Division  
Public Works and Government Services Canada  
Address: 11 Laurier Street,  
Portage III, 4C2,  
Gatineau, QC K1A 0S5  
Telephone: 873.469.4984  
Facsimile: (819) 956-5925  
Email: [nabil.ghaddab@tpsgc-pwgsc.gc.ca](mailto:nabil.ghaddab@tpsgc-pwgsc.gc.ca)

**(b) Technical Authority**

The Technical Authority for the Contract is:  
Cedric Pilon  
Manager  
Telephone: 613-617-1021  
[Cedric.Pilon@cbsa-asfc.gc.ca](mailto:Cedric.Pilon@cbsa-asfc.gc.ca)

In his absence, the Technical Authority is one of the following:

Erin Lapensée  
Team Leader  
Telephone: 343-291-6223  
[Erin.Lapensee@cbsa-asfc.gc.ca](mailto:Erin.Lapensee@cbsa-asfc.gc.ca)

Robert Penwarden  
Senior Procurement Officer  
Telephone: 343-291-5669



Robert.Penwarden@cbsa-asfc.gc.ca

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority. By notice from the Contracting Authority, a temporary Technical Authority may be designated in the Contract.

**(c) Contractor's Representative**

Name:

Title: Sr. Business Development Manager

Organization: Modis Canada Inc.

Address: 155 Queen Street, Suite 1206 Ottawa, ON K1P 6L1

Telephone: 613-786-3106

Facsimile: 613-786-9911

E-mail address:

**2. Modification to clause 2035 - General Conditions - Higher Complexity - Services.**

**At all reference to 2035 (2012-11-19) – Higher Complexity-Services in the entire Contract**

DELETE: all reference to 2035 (2012-11-19) – Higher Complexity-Services; and

INSERT: The following: 2035 (2015-07-03) – Higher Complexity-Services.

**3. Modification to Task Authorization (TA) Form:**

DELETE: Appendix B to Annex B – Task Authorization (TA) Form; and

INSERT: Appendix B to Annex B – Task Authorization (TA) Form; as per the attached TA Form)

**ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN THE SAME**





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# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : <input type="text"/>				
Contractor Name / Nom du Contracteur : <input type="text"/>				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : <input type="text"/>
Reason for the Amendment / Raison pour la modification : <input type="text"/>

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

<input type="text"/>
----------------------

### Period of Services / Période de service:

Initial Start Date / Date de début initiale : <input type="text"/>	Initial End Date / Date de fin initiale : <input type="text"/>
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) : <input type="text"/>	
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale	

Travel Requirement(s) / Exigence(s) de voyage : <input type="text"/>
Work Location(s) / Lieu(x) de travail : <input type="text"/>

## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





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Services gouvernementaux  
Canada

# **TASK AUTHORIZATION FORM** **FORMULAIRE D'AUTORISATION DE TÂCHES**

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC

## **B. Estimated Cost / Coût estimatif**

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
Estimated Cost / Coût estimatif				
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées		Applicable Taxes / Taxes applicables		\$0.00
Total Estimated Cost / Coût total estimatif				\$0.00

## **PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA**

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Authorized Client / Nom du client autorisé \_\_\_\_\_ Date \_\_\_\_\_

Name of Contracting Authority / Nom de l'autorité contractante \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

## **PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR**

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



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Informatics Professional Services - EL  
Division/Services professionnels en informatique  
- division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

## CONTRACT - CONTRAT

**Your proposal is accepted** to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

**Nous acceptons votre proposition** de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

### Comments - Commentaires

### Vendor/Firm Name and Address

#### Raison sociale et adresse du fournisseur/de l'entrepreneur

871072369PG0001  
MODIS CANADA INC.  
155 Queen Street  
Suite 1206  
Ottawa  
Ontario  
K1P6L1  
Canada

<b>Title - Sujet</b> IT SERVICES SUPPLY CHAIN PROJECT	
<b>Contract No. - N° du contrat</b> 47060-136911/021/EL	<b>Date</b> 2015-01-23
<b>Client Reference No. - N° de référence du client</b> 47060-136911	
<b>Requisition No. - N° de la demande</b> 47060-136911	
<b>File No. - N° de dossier</b> 615el.47060-136911	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Financial Code(s) Code(s) financier(s)</b> 194020000, 610666, 2001, 81401 HST	<b>GST/HST TPS/TVH</b> <input type="checkbox"/> <input type="checkbox"/>
<b>F.O.B. - F.A.B.</b> Destination	
<b>GST/HST - TPS/TVH</b> Included - Inclus	<b>Duty - Droits</b> See Herein - Voir ci-inclus
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canada Border Services Agency (CBSA) 355 North River Road Tower B, 17th Floor Ottawa, ON, K1A 0L8	
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<b>Address Enquiries to: - Adresser toutes questions à:</b> Ghaddab, Nabil	
<b>Buyer Id - Id de l'acheteur</b> 615el	
<b>Telephone No. - N° de téléphone</b> (819) 956-5419 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Total Estimated Cost - Coût total estimatif</b> \$9,978,038.81	<b>Currency Type - Devise</b> CAD
<b>For the Minister - Pour le Ministre</b>	



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615el47060-136911

CCC No./N° CCC - FMS No./N° VME

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**CONTRACT AGAINST A SUPPLY ARRANGEMENT FOR TASK BASED  
INFORMATICS PROFESSIONAL SERVICES (TBIPS)  
VARIOUS INFORMATICS PROFESSIONAL SERVICES CATEGORIES  
AND LEVELS  
FOR  
CANADA BORDER SERVICES AGENCY (CBSA)**

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- Appendix A to Annex B - Tasking Procedures
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- Appendix C to Annex B - Resource Assessment Criteria and Response Tables
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- Annex C      Security Requirements Check List



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## CONTRACT CLAUSES

### 1. Requirement

- (a) **MODIS CANADA INC.**(the "**Contractor**") agrees to supply to the Client with the Services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services, as and when requested by Canada to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) **Client:** Under the Contract, the "**Client**" is the Canada Border Services Agency (CBSA).
- (c) **Reorganization of Client:** The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms:** Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract.

### 2. Task Authorization

- (a) **As-and-when-requested Task Authorizations:** The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.
- (b) **Allocation of Task Authorizations:** More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
  - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure in respect of Task Authorizations based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
  - (ii) Canada will use a rotational method to allocate the Task Authorizations, where the rotation is based on the amount of funding remaining under each of the respective contracts.
  - (iii) Canada will send the first draft Task Authorization to the contractor with the greatest value of funding under its contract. If more than one contractor has the same value, it will be assigned to the contractor ranked first as determined under the evaluation process in the bid solicitation that resulted in the award of this series of contracts.



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- 
- (iv) The contractor sent a draft TA will have the time set out further below under the sub-paragraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
  - (v) If the contractor to whom the draft TA is first sent either fails to respond on time or confirms in writing that it refuses to perform the task, the draft TA will then be forwarded to the contractor with the next-greatest balance remaining of allocated funds.
  - (vi) The process of sending out a draft TA to the contractor with the greatest balance remaining of will continue until Canada either cancels the requirement for the task or it has been issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
  - (vii) Once the Task Authorization is issued, the value of that Task Authorization (and the value of any subsequent amendment increasing or decreasing the value) will be subtracted from the funding allocated to that contractor.
  - (viii) When the next requirement to perform a task is identified, it will be sent to the contractor with the greatest balance remaining of allocated funds. If more than one contractor has the greatest balance remaining of allocated funds (i.e., several contractors have equal amounts of allocated funds), the draft TA will be sent to the contractor among them that ranked highest under the bid solicitation evaluation process. If any contract in this series of contracts is amended to add funding for Task Authorizations, all the remaining contracts (i.e., all contracts that have not previously been terminated) will be amended to add funding in amounts proportionate to the funding initially provided under each contract for Task Authorizations (e.g., if three contracts were awarded with \$2M, \$1M and \$750,000 in funding for Task Authorizations respectively, and \$200,000 is added to the first contract, then \$100,000 will be added to the second contract and \$75,000 will be added to the third).
- (c) **Process of Issuing a TA:** The processes for issuing, responding to, assessing and approving Task Authorizations are stated in Appendices A, B, C and D of Annex B.
  - (d) **Authority to Issue a TA:** Any TA with a value less than or equal to \$1,200,000.00 (including GST/HST) may be issued by the Technical Authority. Any TA with a value greater than this amount must be issued directly by the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Technical Authority's authority to issue TAs at any time.
  - (e) **Charges for Work under a TA:** The Contractor must not charge Canada anything more than the price set out in the Task Authorization unless Canada has issued a TA amendment authorizing the increased expenditure. Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before being incorporated into the Work.
  - (f) **Consolidation of TAs for Administrative Purposes:** The Contract may be amended from time to time to reflect all Task Authorizations issued and approved by the Contracting Authority to date, to document the Work performed under those TAs for administrative purposes.
  - (g) **Period of Services:** No Task Authorizations may be entered into after the expiry date of the Contract.
  - (h) **Periodic Usage Reports:**
    - (i) The Contractor must compile and maintain records on its provision of services to the federal government under authorized TAs issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed



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below. If any required information is not available, the Contractor must indicate the reason. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The Contractor must submit the periodic usage reports on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.

(ii) The quarterly periods are defined as follows:

- (A) April 1 to June 30;
- (B) July 1 to September 30;
- (C) October 1 to December 31; and
- (D) January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 20 calendar days after the end of the reporting period.

(iii) Each report must contain the following information for each validly issued TA (as amended):

- (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
- (B) a title or a brief description of the task;
- (C) the name and Category of Personnel of each resource involved in performing the TA, as applicable;
- (D) the total estimated cost specified in the TA (GST or HST extra);
- (E) the total amount (GST or HST extra) expended to date;
- (F) the start and completion date; and
- (G) the active status, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).

(iv) Each report must also contain the following cumulative information for all the validly issued TAs (as amended) :

- (A) the amount (GST or HST extra) specified in the contract (as last amended, if applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (B) the total amount, GST or HST extra, expended to date against all validly issued tasks.

(i) On a specific Task Authorization, Canada may include one or both of the following conditions in the TA form in Appendix B or Annex B at article 6, as well as other conditions specified as required by CBSA:

(1) In the performance of this Task Authorization the Contractor may have access to information and material which may result in placing it in a real or perceived conflict of interest or confer an unfair advantage upon it in respect of its participation in future solicitations. By providing a quotation, the Contractor acknowledges such participation may, at the sole discretion of the Crown, disqualify the Contractor, its affiliated entities, employees, agents or subcontractors from participating in such contracts or solicitations.



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(2) The Contractor must obtain from each proposed resource a completed and signed non-disclosure agreement, in the form below, and provide them with their quotation in order for it to be considered responsive.

#### Non-Disclosure Agreement

I, (name of proposed resource)\_\_\_\_\_, recognize that in the course of my work as an employee or subcontractor of (Name of Contractor)\_\_\_\_\_, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No 47060-136911 between Her Majesty the Queen in Right of Canada, represented by the Minister of Public Works and Government Services and Canada Border Services Agency, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract. I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: 47060-136911.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

#### (j) Additional Reporting Requirements

- (i) Reporting requirements will be stipulated within any issued TA, and may include, but are not limited to, any combination of the following:
  - (A) Timesheets or other related timekeeping reports;
  - (B) Invoicing;
  - (C) Written progress and/or status reports relating to the delivery of specific services and completion of assigned tasks; and
  - (D) Other related reporting.
- (ii) Copies of signed timesheets for all assigned resources indicating actual hours worked detailing the work done related to each element of the TA. CBSA will only accept costs for work actually performed, and in accordance with signed time sheets.
- (iii) The Contractor must provide other ad hoc written or oral status updates as requested from the Technical Authority in relation to any and all TAs.



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- (iv) It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. In addition, the Contractor must immediately notify the Technical Authority of any issues, problems, or areas of concern in relation to any work completed under any resultant TA(s) as they arise.

### 3. Minimum Work Guarantee

- (a) In this clause,
  - (i) "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract (excluding GST/HST); and
  - (ii) "**Minimum Contract Value**" means 1% of the Maximum Contract Value on the date the Contract is first issued.
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c) subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
  - (i) for default;
  - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
  - (iii) for convenience within sixty business days of Contract award.

### 4. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

- (a) **General Conditions:**
  - (i) 2035 (2012-11-19), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.
- (b) **Supplemental General Conditions:**  
 The following Supplemental General Conditions:
  - (i) 4002 (2010-08-16), Supplemental General Conditions - Software Development or Modification Services;
  - (ii) 4006 (2010-08-16), Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information;



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## 5. Security Requirement

All Contractor personnel proposed in response to a Task Authorization Form will be assessed for Reliability Status by CBSA in accordance with the procedures in Appendix A of Annex B.

The following Security Requirement (SRCL and related clausings), as set out under Annex "A" to Part B to the Supply Arrangement also applies to the Contract.

- (a) The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- (b) The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, CONFIDENTIAL or SECRET as required, granted or approved by CISD/PWGSC.
- (c) The Contractor MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
- (d) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CIISD/PWGSC.
- (e) The Contractor must comply with the provisions of the:
  - (i) Security Requirements Check List EN578-055605/B, described in Annex C;
  - (ii) *Industrial Security Manual* (Latest Edition).

## 6. Contract Period

- (a) **Contract Period:** The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
  - (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends on January 23, 2017; and
  - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**
  - (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to five additional one-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
  - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

## 7. Authorities

- (a) **Contracting Authority**



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The Contracting Authority for the Contract is:

Name: Nabil Ghaddab  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Informatics and Telecommunications Systems Procurement Directorate  
Address: 11 Laurier St., Gatineau, Québec  
Telephone: 819-956-5419  
E-mail address: nabil.ghaddab@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) **Technical Authority**

The Technical Authority for the Contract is:

Name: Rachelle McGregor  
Title: Acting Team Leader, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Telephone: 343-291-5668  
Email: [Rachelle.McGregor@cbsa-asfc.gc.ca](mailto:Rachelle.McGregor@cbsa-asfc.gc.ca)

In her absence, the Technical Authority is one of the following:

Name: Kevin Hailemariam  
Title: Senior Procurement Officer, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Telephone: 343-291-5721  
Email: [Kevin.Hailemariam@cbsa-asfc.gc.ca](mailto:Kevin.Hailemariam@cbsa-asfc.gc.ca)

Name: Val Wawrzynczak  
Title: Acting Manager, Contracting and Procurement  
Title: Senior Procurement Officer, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Email: [Val.Wawrzynczak@cbsa-asfc.gc.ca](mailto:Val.Wawrzynczak@cbsa-asfc.gc.ca)

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority. By notice from the Contracting Authority, a temporary Technical Authority may be designated in the Contract.

(c) **Contractor's Representative**

Name:  
Title: Sr. Business Development Manager



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Organization: Modis Canada Inc.  
 Address: 155 Queen Street, Suite 1206 Ottawa, ON K1P 6L1  
 Telephone: 613-786-3106  
 Facsimile: 613-786-9911  
 E-mail address:

## 8. Payment

### (a) Basis of Payment

- (i) **Professional Services provided under a Task Authorization with a Maximum Price:** For Services requested by Canada (including work outside the Standard Workday and On-Call work), in accordance with an approved Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked plus any applicable minimum On-Call Charge and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex A, Basis of Payment, GST/HST extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) Where this Contract includes requirements for which there are no separate line items in Annex A Basis of Payment, the prices for those requirements are included in the per diem rates payable under the TA or TAs related to such work.
- (iii) **Pre-Authorized Travel and Living Expenses:** Canada will not pay any travel or living expenses associated with performing the Work.
- (iv) **Competitive Award:** The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (v) **Professional Services Rates:** In Canada's experience, Bidders from time to time propose rates at the time of bidding for one or more categories of resources that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses, or is unable, to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measures Policy (or equivalent) then in effect, which measures may include prohibiting the Contractor from bidding on future requirements that include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment for the Contractor from bidding on future requirements.
- (vi) **Purpose of Estimates:** All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase goods or services in these amounts. Any commitment to purchase specific amounts or values of goods or services are described elsewhere in the Contract.

### (b) Limitation of Expenditure

- (i) Canada's total liability to the Contractor under the Contract must not exceed the amount set out on page 1 of the Contract, less any applicable GST or HST. With respect to the



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amount set out on page 1 of the Contract, Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is included, if applicable. Any commitments to purchase specific amounts or values of goods or services are described elsewhere in the Contract.

- (ii) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum when:

- (A) it is 75 percent committed, or
- (B) 4 months before the Contract expiry date, or
- (C) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

- (iii) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.

**(c) Method of Payment for Firm Per Diem Rate Task Authorizations with a Maximum Price:**

For each Task Authorization issued under the Contract that contains a maximum price:

- (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
- (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.

**(d) Time Verification**

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

**(e) Payment Credits**

- (i) If the Contractor does not provide a required resource that has all the required qualifications within the time prescribed by the Contract, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5 hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.
- (ii) **Corrective Measures:** If credits are payable under this Article for two consecutive months or for three months in any 12-month period, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to



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eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.

- (iii) **Termination for Failure to Meet This Availability Level:** In addition to any other rights it has under the Contract, Canada may terminate the Contract for default, in accordance with the General Conditions, by giving the Contractor three months' written notice of its intent, if:
  - (A) the total amount of credits for any given monthly billing cycle reach a level of 10% of the total billing for that month; or
  - (B) the corrective measures required of the Contractor described above are not met.
- (iv) **Credits Apply during Entire Contract Period:** The Parties agree that the credits apply throughout the Contract Period, including during implementation.
- (v) **Credits represent Liquidated Damages:** The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.
- (vi) **Canada's Right to Obtain Payment:** The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.
- (vii) **Canada's Rights & Remedies not Limited:** The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
- (viii) **Audit Rights:** The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.
- (f) **No Responsibility to Pay for Work not performed due to Closure of Government Offices**
  - (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.
  - (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is



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performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises.

## 9. Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision.
- (c) By submitting invoices the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original of each invoice to the Technical Authority, and a copy to the Contracting Authority.

## 10. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract or TA and subject to verification by Canada during the entire Contract Period. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, under the default provision of the Contract, to terminate the Contract for default.

## 11. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

## 12. Copyright in Material

- (a) In this section, "Material" means anything that is created by the Contractor as part of the Work under the Contract, that is required by the Contract to be delivered to Canada and in which copyright subsists, excluding any computer software code and all documentation manuals or guides intended to assist end users or technicians in respect of that codes. "Material" does not include anything by the Contractor before the date of the Contract.
- (b) Copyright in the Material belongs to Canada and the Contractor must include the copyright symbol and either of the following notice on the Material: © Her Majesty the Queen in right of Canada (year) or © Sa majesté la Reine du chef du Canada (année).
- (c) The Contractor must not use, copy, divulge or publish any Material except as is necessary to perform the Contract. The Contractor must execute any conveyance and other documents relating to copyright in the Material as Canada may require.
- (d) The Contractor must provide at the request of Canada a written permanent waiver of moral rights, in a form acceptable to Canada, from every author that contributed to the Material. If the Contractor is the author of the Material, the Contractor permanently waives its moral rights in the Material.

## 13. Priority of Documents



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If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) supplemental general conditions 4002 (2010-08-16);
- (c) supplemental general conditions 4006 (2010-08-16);
- (d) General Conditions 2035 (2012-11-19), Higher Complexity - Services;
- (e) Annex B, Statement of Work (SOW) including its appendices in the order they appear;
- (f) Annex A, Basis of Payment;
- (g) Annex C, Security Requirements Check List;
- (h) the signed Task Authorizations including required Certifications;
- (i) Supply Arrangement Number EN578-055605/348/EL (the "Supply Arrangement"); and
- (j) The Contractor's bid dated March 08, 2013.

#### **14. Foreign Nationals (Canadian Contractor)**

- (a) SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

#### **15. Insurance Requirements**

- (a) It shall be the sole responsibility of the Contractor to decide whether or not any additional insurance coverage is necessary for its own protection or to fulfil its obligations under the Contract. Any such insurance shall be provided and maintained by the Contractor at its own expense.
- (b) The following insurance provisions shall not limit any insurance required by federal, provincial or municipal law.
- (c) The Contracting Authority may request at any time, evidence that the insurance requirements stipulated in the contract are met.
- (d) The evidence of insurance, if requested, is to be provided in the following manner:
  - (i) The Certificate(s) of insurance signed by the insurer's underwriter containing reasonable detail of the insurance coverage, exclusions, deductibles and conditions applying to such policies and confirming that the insurance is in force to meet these requirements; or
  - (ii) A certified true copy of the policy
- (e) **Commercial General Liability (CGL):** Commercial General Liability insurance will be effected by the Contractor and maintained in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but, in any case, for a limit of liability NOT LESS THAN \$2,000,000.00 per accident or occurrence and in the annual aggregate.
- (f) **CGL Endorsements:** The following endorsements must be incorporated into the conditions of the Contractor's Commercial General Liability insurance policy:



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- (i) Additional Insured Endorsement: Canada is included as an additional insured, but only with respect to liabilities that may arise from the contractor's own negligence, in the performance of the contract.
- (ii) Notice of Cancellation Endorsement: The Insurer agrees to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (iii) Cross Liability Endorsement: Without increasing the limit of liability, the policy will protect all insured parties to the full extent of coverage provided. Further, the policy will apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (iv) Joint and Several Liability Endorsement: The policy will respond to liability arising from negligence of the insured contractor, any Insured, or joint negligence of Insured parties.
- (v) Contractual Liability Endorsement: The policy will, on a blanket basis or by specific reference to this contract, extend to assumed liabilities with respect to contractual insurance provisions.
- (vi) Contingent Employer's Liability Endorsement": To protect the contractor for liabilities arising in the management and administration of statutory and contractual entitlements of their employees.
- (vii) Voluntary Medical Payments, \$5,000 per person, \$25,000 per accident: To provide, without contestation, for expenses incurred in instances of minor accidental bodily injuries.
- (viii) Products and Completed Operations Broad Form (24 months): While not limited to this, the endorsement should include service, assembly and repair activities as well as material, parts or equipment furnished in connection with the work performed by the Contractor or on it's behalf.
- (ix) Independent Contractors Liability Endorsement (if any): Unless otherwise insured elsewhere, and evidence thereof is secured by the Contractor, all subcontractors are included as Insured by the policy.
- (x) Non-Owned Automobile Endorsement: To protect the contractor for liabilities arising by their use of vehicles owned by other parties including Canada.
- (g) **Errors and Omissions insurance:** Errors and Omissions Liability insurance will be effected by the Contractor and maintained in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but, in any case, for a limit of liability NOT LESS THAN \$2,000,000.00 per loss and in the annual aggregate, inclusive of defence costs. If this is a claims made policy and the duration of the contract exceeds the policy term, in the event of cancellation or non-renewal of the policy, an Extended Claims Reporting Endorsement, minimum twelve (12) months, must be secured by the Contractor.
- (h) **Errors and Omissions Endorsements:** The following clauses must be incorporated into the conditions of the Contractor's Errors and Omissions Liability coverage:
  - (i) Notice of Cancellation Endorsement: The Insurer agrees to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

## 16. Limitation of Liability - Information Management/Information Technology

- (a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors,



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agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.

(b) **First Party Liability:**

- (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
  - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
  - (B) physical injury, including death.
- (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
- (iii) Each of the Parties is liable for all direct damages resulting from any breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of any unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
- (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
- (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor in any way relating to the Contract, including:
  - (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
  - (B) any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000,000.00.

In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.



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- (vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c) **Third Party Claims:**

- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- (ii) If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Sub-article (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

**17. Professional Services - General**

- (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- (b) If the Contractor fails to deliver any deliverable or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.
- (c) In General Conditions 2035, Article 08 is deleted and the following applies instead:
  - (i) If a specific individual is identified in the Contract to perform the Work, the Contractor must provide his or her services within ten working days of the issuance of the Contract or Task Authorization (whichever first contains instructions for that individual to commence Work) unless the Contractor is unable to do so due to the sickness, death, extended leave (including parental leave or disability leave), retirement, resignation or dismissal for cause of the individual.



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- (ii) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, within five working days of the departure of an existing resource (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) the Contractor must provide to the Contracting Authority:

- (A) the name, qualifications and experience of a proposed replacement immediately available for work; and
- (B) proof that the proposed replacement has the required security clearance granted by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed the score obtained for the original resource.

- (iii) Where Canada becomes aware that an individual identified under the Contract to provide the services has not been provided or is not performing, the Contracting Authority may elect to:

- (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract for default, or
- (B) require the Contractor propose a replacement acceptable to Canada to be rated by the Technical Authority. The replacement must have qualifications and experience that meet or exceed the score obtained for the original resource.

- (iv) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a replacement stop performing the Work. In such a case, the Contractor must immediately comply with the order and secure a further replacement in accordance with subsection 2. The fact that the Contracting Authority does not order that a replacement stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

- (v) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

## 18. Safeguarding Electronic Media

- (a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

## 19. Representations and Warranties

The Contractor made statements regarding its and its own proposed resources' experience and expertise in its bid that resulted in the award of the Contract and issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to



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perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

## 20. Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

## 21. Contractor's Identification Protocol Responsibility

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as the Contractor Representatives) complies with the following self identification requirements:

- (a) Contractor Representatives who attend a Government of Canada meeting whether internal or external to Canada's offices must identify if an individual is not a permanent employee of the Contractor prior to the commencement of the meeting to ensure that each meeting participant is aware of the fact that the individual is not a Contractor permanent employee;
- (b) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (c) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- (d) If the Contractor is, in Canada's determination, in breach of any obligation stated in this Article, upon written notice from Canada, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
- (e) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

## 22. Transition Services at the end of Contract Period

The Contractor agrees that, in the period leading up to the end of the Contract Period and for up to three months afterwards, it will make all reasonable efforts to assist Canada in the transition from the Contract to a new contract with another supplier. The Contractor agrees that there will be no charge for these services.



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## 23. Termination for Convenience

With respect to Article 30 of General Conditions 2035, if applicable, or Article 32 of 2030, if applicable, subarticle 4 is deleted and replaced with the following subsections 4, 5 and 6:

4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.

5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of

(a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or

(b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.

6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

## 24. Handling of Personal Information

(a) The Contractor acknowledges that Canada is bound by the Privacy Act, R.S., 1985, c. P-21, with respect to the protection of personal information as defined in the Act and will comply with any requirement established by the Contracting Authority that is reasonably required to ensure that Canada meets its obligations under that Act. The Contractor must keep private and confidential any such personal information collected, created or handled by the Contractor under the Contract, and must not use, copy, disclose, dispose of or destroy such personal information except in accordance with this clause and the delivery provisions of the Contract.

(b) All such personal information is the property of Canada, and the Contractor has no right in or to that information. The Contractor must deliver to Canada all such personal information in whatever form, including all working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to the Contract, upon the completion or termination of the Contract, or at such earlier time as Canada may request. Upon delivery of the personal information to Canada, the Contractor will have no right to retain that information in any form and must ensure that no record of the personal information remains in the Contractor's possession.



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## ANNEX A

### BASIS OF PAYMENT

#### 1. Professional Services

In accordance with the contract, the Contractor will be paid the following firm all-inclusive per diem rates for work performed pursuant to this Contract, GST/HST extra.

#### STREAM 7

FOR THE INITIAL CONTRACT PERIOD (2 YEARS)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

FOR THE OPTION YEAR 1 (1 YEAR)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

FOR THE OPTION YEAR 2 (1 YEAR)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	



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### FOR THE OPTION YEAR 3 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

### FOR THE OPTION YEAR 4 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

### FOR THE OPTION YEAR 5 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	



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**ANNEX B**

**STATEMENT OF WORK**

**(See attached hereto)**



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## **ANNEX C**

### **SECURITY REQUIREMENTS CHECK LIST (SRCL)**

**(See attached hereto)**



## **ANNEX B - STATEMENT OF WORK**

### **1.0 TITLE**

- 1.1 Canada Border Services Agency (CBSA) – IT Services Supply Chain.

### **2.0 BACKGROUND**

- 2.1 CBSA is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

- 2.2 CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructure.

- 2.3 On February 4, 2011, the Prime Minister of Canada and the President of the United States issued a declaration called "Beyond the Border: A Shared Vision for Perimeter Security and Economic Competitiveness", also called the "Declaration". The Declaration established a new long-term partnership built upon a perimeter approach to security and economic competitiveness. This means working together, not just at the border, but also beyond the border to enhance our security and accelerate the legitimate flow of people, goods and services. Leaders called for the development of a joint action plan to realize this goal.
- 2.4 CBSA has a requirement for informatics professional support specialist services and the deliverables associated with them; such services (and Deliverables as listed in 6.0 below) taken together referred to as Services. The Services will support projects and program initiatives that relate to the Declaration including those listed at 5.0 below.



### 3.0 OBJECTIVE

- 3.1 The Contractor must provide the Services to support the CBSA's business and technology requirements under the CBSA mandate by ensuring that operational demands are maintained and internally available resources and skill sets are supplemented. Technical advancements are required to manage activities such as risk assessment and intelligence, trusted programs, port of entry operations, criminal investigations and immigration enforcement, trade and recourse. As a result, CBSA requires the Services for up to seven work streams at various levels to supplement internal capacity.
- 3.2 The Services are required to support the CBSA's strategic priorities, technology requirements and ensure forward momentum for effective border management. As a multi-disciplinary organization, technology changes have significant impacts on programs, projects and other operations. The Contractor must be equipped to provide technical expertise to support not only existing initiatives, but also future undertakings and transitions.

### 4.0 BUSINESS AND TECHNICAL ENVIRONMENT

#### 4.1 Business Environment

- 4.1.1 CBSA's regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday).
- 4.1.2 The Contractor must provide the Services within the Standard Workday of CBSA, as identified above, with the occasional requirement to provide Services outside the Standard Workday, as specified in any resultant Task Authorization (TA).
- 4.1.3 **Work Outside Standard Workday Hours**
  - (a) All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
  - (b) The Technical Authority will advise the Contractor as soon as possible of any overtime requirements. All overtime must be pre-approved by the Technical Authority.
  - (c) The per diem rates paid for work outside Standard Workday Hours will be the same as the per diem rates indicated in Annex A.
  - (d) Under some special circumstances, the Contractor's resources must be available (On-Call) to be called back to work, outside the Standard Workday, at the regular per diem rate, as established in the Contract.
  - (e) The Technical Authority will advise the Contractor as soon as possible of any On-Call requirements and their duration. All On-Call must be pre-approved by the Technical Authority.
  - (f) The per diem rates paid for actual hours of On-Call Work performed will be the same as the per diem rates indicated in Annex A. The Contractor will not be paid for the actual hours of the On-Call standby period (wait time), but will be paid an initial 3 hours minimum charge for On-Call Work approved by the Technical Authority.



## 4.2 Technical Environment

- 4.2.1 The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).
- 4.2.2 All Deliverables provided by the Contractor will become integrated within CBSA's technical and operational environment as specified by CBSA.
- 4.2.3 The technical environment at CBSA is comprised of several technologies including but not limited to:
- JAVA on IBM Z O/S, SUN Solaris Server, or Microsoft Server
  - COBOL on IBM Z O/S Mainframe
  - DB2 and Sybase RDBMS/ IBM DB2 on z/OS (version 8 or more), Sybase on RDMS
  - IBM Rational Software Architect
  - WebSphere
  - IBM Websphere Application Server on zOS (version 6 or more)
  - IBM Websphere Test Environment (version 6 or more)
  - IBM Websphere MQ on zOS (version 6 or more)
  - CVS NT
  - IBM Plugin for HTTP
  - HTTPS (SSL)
  - Wily Introscope
  - Oracle WebLogic
  - JAVA policy files
  - ACSII to EBCDIC (code pages)
  - CA Siteminder
  - CTG (CICS Transaction Gateway)
  - Microsoft C++
  - RESTFUL Web Services
  - Electronic Data Interchange (EDI) - MQ Series
  - SAP ECC 6.0
  - SAP Convergent Invoicing
  - SAP NetWeaver Portal
  - Financial Sector Collection and Disbursement
  - Public Sector Records Management
  - Public Sector Collection Disbursement (PSCD)
  - External Community Members
  - Debt Recovery Management
  - SAP Convergent Invoicing
  - Debt Recovery Management
  - Business Rule Framework (BRF) and SAP NetWeaver Business
  - Management SAP NetWeaver BRM for ABAP
  - Rules Financial Accounting (FI)
  - Controlling (CO)
  - Sales and Distribution (SD)
  - Smart Form
  - JavaScript
  - XML
  - Microsoft Office Suite
  - Professional ADOBE Acrobat



- Solution Manager
- CRM user (Marketing, Sales and Service, Interaction Centre Processing)
- Property Tax
- FSCM (Biller Direct, Dispute and Credit Management)
- TPOS – Taxpayer Online Services
- ERP 6.0 + current enhancement package
- Impromptu
- Oracle
- Visio
- PBWin
- Oracle CASE
- Rational Rose
- RUP
- IBM DB2
- ERWin Data Modelling tool
- Strong 2-factor security/authentication
- Microsoft TSP using Citrix extensions
- Smartcard hardware drivers
- Entrust migrations EDS (Entrust Desktop Security) and ESP (Entrust Service Provider)
- Latency
- Card migration, certificates
- Card usage using old and new software versions
- Authentication for application access
- Encryption and decryption functions
- ICA client
- Workstation “start” menu
- Virtual desktop
- Virtual environment
- Virtual serial channels
- Locally-connected devices and peripherals, including drivers
- CAPI stores and remote cache
- DNS and network routing
- Secure Remote Access
- Active Directory/Group Policy Object
- Oracle Solaris
- Microsoft PowerPoint, Visio, Word, Excel, Internet Explorer, Windows 2000 and XP, Microsoft Terminal Services Platform, Citrix Extensions
- HP Quick Test Professional.
- HP Quality Center
- US and UN API EDIFACT Message Formats that pertain to the Airline
- HTML
- IBM DB2
- J2EE
- Java
- MS Access
- MS SQL
- Message Queue (formerly MQ Series)
- Mobile Platform application Development.NET
- Netron/CAP



- PNR – Passenger Name Record formats that pertain to Airline Industry
- PowerBuilder Rational Rose
- RSA ( Rational Software Architect)
- XML
- WSAD (WebSphere Studio Application Development)
- MIL-STD-498
- Transaction Processing Systems
- Risk Assessment Systems
- Portal Systems
- Web Services

4.2.4 The future technical environment at CBSA may be comprised of the following additional technologies:

- a) Web Access Manager (WAM) and associated integrated technologies
- b) Java on UNIX with Servlets; Oracle Portal on UNIX with JSR168 compliant portlets
- c) COBOL on IBM Z O/S Mainframe
- d) Data Acquisition Custom off the Shelf (COTS) software products for such items as data translation and data quality
- e) Client Support COTS software products
- f) Various other COTS products such as Business Rules Engine, Integrated Voice Recognition and Transponder Technology.

## 5.0 SCOPE OF WORK

5.1 The Contractor must, on an "as and when requested" basis and as described in any fully executed TA form(s), provide the Services to CBSA's satisfaction. Resources may be called upon to satisfy any combination of the tasks identified in 5.3 below.

The Contractor's Services to support program initiatives and projects related to the Declaration will include technological support to sustain operational requirements, human resource management activities, corporate affairs, comptrollership activities, CBSA programs, and project development.

The Contractor must store all technical or research documentation gathered or produced during the provision of the Services in CBSA's repository.

5.2 Key program initiatives to be supported include but are not limited to eManifest, Beyond the Border, Postal Modernization, CBSA Assessment and Revenue Management (CARM), Refugee Reform, Accounts Receivable Ledger and OGD Single Window.

In addition to these specific program initiatives, program initiatives that may be related to the declaration include but are not limited to:

- ω Database and data administration and management
- ω Research and development for new computer hardware and software
- ω Release and change management for IT applications and infrastructure
- ω Client desktop support
- ω Production support
- ω Maintenance and system enhancement
- ω Application and system testing
- ω Computer science program initiatives



- ⌚ Business Intelligence program initiatives
- ⌚ Data warehouse program initiatives
- ⌚ Design and implementation of solutions
- ⌚ Systems integration, development, maintenance and implementation
- ⌚ E-business Integration and eportal Solutions
- ⌚ Enterprise, Business, Solutions, Information and Security Architecture
- ⌚ Information and Records Management
- ⌚ Quality Management
- ⌚ Infrastructure change and management
- ⌚ Configuration Management
- ⌚ Deployment and site management
- ⌚ LAN Services and secure Network development
- ⌚ Legacy Systems management
- ⌚ Managing and delivering projects
- ⌚ Capacity management
- ⌚ Just in time data transmission initiatives
- ⌚ System outage fixes
- ⌚ Enterprise-wide capability initiative

CBSA's projects which may support the Declaration include but are not limited to:



Single Window Initiative	Abbotsford-Huntingdon (AH)	Cornwall Relocated Temporary Port of Entry	Tariff and Risk Assessment for HST
Advance Passenger Information/Passage Name Record (API/PNR)	Manitoba Small Ports Project	National Targeting Implementation Program (NTIP)	Shift Planning
Emanifest	Pacific Highway	Data Centre Recovery (DCR)	Arming
Postal Modernization Initiative	Beaver Creek	IT-Prerequisites	CBSA Assessment and Revenue Management (CARM)
Temporary Resident Biometrics Project (TRBP)	Lacolle	Incident Management Reporting System (IMRS)	Beyond the Border
Refugee Reform	Rigaud	Correspondence Tracking	
Automated Border Clearance (ABC)	Prescott	Recourse Content Management System (RCMS)	
Secure Communications	Accounts Receivable Ledger (ARL)	Secure Systems Transition Project	
Trusted Travelers Kiosk Replacement	Doubling Up	Information Management Program	
Kingsgate	Job Hazard Analysis Three	Environmental Information Management System (EIMS)	

- 5.2 In supplying resources, the Contractor must supply:
- a) A single resource to work independently; or
  - b) A single resource as part of, or to lead, a team; or
  - c) A group of resources to act as a team; or
  - d) A group of resources to supplement a team; or
  - e) Multiple resources to act in any combination of the above.

### 5.3 Resource Categories and Tasks

**STREAM 1 – Project Architecture [Intentionally deleted]**

**STREAM 2 – SAP [Intentionally deleted]**

**STREAM 3 - Project Management [Intentionally deleted]**



**STREAM 4 – Network [Intentionally deleted]**

**STREAM 5 Business [Intentionally deleted]**

**STREAM 6 - Infrastructure [Intentionally deleted]**

**STREAM 7 – Common Services**

**5.3.9 The Application/Software Architect – Level 3 will be responsible for, but not be limited to, doing the following:**

- 5.3.9.1 Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements;
- 5.3.9.2 Identify the policies and requirements that drive out a particular solution;
- 5.3.9.3 Analyze and evaluate alternative technology solutions to meet business problems;
- 5.3.9.4 Ensures the integration of all aspects of technology solutions;
- 5.3.9.5 Analyze functional requirements to identify information, procedures and decision flows;
- 5.3.9.6 Evaluate existing procedures and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary;
- 5.3.9.7 Define and document interfaces of manual to automated operations within application sub-systems, to external systems and between new and existing systems;
- 5.3.9.8 Define input/output sources, including detailed plan for technical design phase, and obtain approval of the system proposal;
- 5.3.9.9 Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc.

**5.3.10 Programmer/Analyst – JAVA - Level 2 & 3 will be responsible for but not be limited to doing the following:**

- 5.3.10.1 Create and modify code and software;
- 5.3.10.2 Create and modify screens and reports;
- 5.3.10.3 Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications;
- 5.3.10.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 5.3.10.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 5.3.10.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications.

**5.3.11 Programmer/Analyst – COBOL - Level 3 will be responsible for but not be limited to doing the following:**

- 5.3.11.1 Create and modify code and software;



- 5.3.11.2 Create and modify screens and reports;
- 5.3.11.3 Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications;
- 5.3.11.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 5.3.11.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 5.3.11.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications;
- 5.3.11.7 Develop plans for and implement the migration of data from a COBOL/OS2 platform to a JAVA/OS2 and/or COTS application.

**5.3.12 The Systems Analyst - Generic– Level 2 will be responsible for, but not be limited to, doing the following:**

- 5.3.12.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.12.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.12.3 Translate business requirements into systems design and specifications;
- 5.3.12.4 Analyse and recommend alternatives and options for solutions;
- 5.3.12.5 Develop technical specifications for systems development, design and implementation;
- 5.3.12.6 Prepare briefings and presentations to technical and managerial audiences.

**5.3.13 The Systems Analyst - Generic– Level 3 will be responsible for, but not be limited to, doing the following:**

- 5.3.13.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.13.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.13.3 Translate business requirements into systems design and specifications;
- 5.3.13.4 Analyse and recommend alternatives and options for solutions;
- 5.3.13.5 Develop technical specifications for systems development, design and implementation;
- 5.3.13.6 Mentor and teach development teams, clients and co-workers;
- 5.3.13.7 Preparing, publishing and presenting briefings and presentations to technical and managerial audiences.

**5.3.14 The Systems Analyst - COBOL– Level 3 will be responsible for, but not be limited to, doing the following:**



- 5.3.14.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.14.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.14.3 Translate business requirements into systems design and specifications;
- 5.3.14.4 Analyse and recommend alternatives and options for solutions;
- 5.3.14.5 Develop technical specifications for systems development, design and implementation;
- 5.3.14.6 Mentor and teach development teams, clients and co-workers;
- 5.3.14.7 Preparing, publishing and presenting briefings and presentations to technical and managerial audiences;
- 5.3.14.8 Develop plans for and implement the migration of data from a COBOL/OS2 platform to a JAVA/OS2 and/or COTS application.

## 6.0 DELIVERABLES

- 6.1 Deliverables will be identified within TAs issued under the Contract as specified in Appendix A of Annex B, Article 1. The Contractor must ensure that all Deliverables submitted are in conformity with the instructions issued by the Technical Authority as specified in the TA. The scope of work attached to each TA will identify the particular deliverable(s), tasks, and other relevant areas of consideration, e.g. language of deliverables that are required to be implemented by the Contractor in the provision of Services.

- 6.1.1 Deliverables may include, but will not be limited to the following:

- Project plans;
- Analysis documents;
- Requirements studies;
- Use cases;
- Test plans and scripts;
- Architecture Variance;
- Business Context Models such as Business Use Case (BUC) Models;
- Preliminary Options Analysis (POA);
- Conceptual System Design (CSD);
- Technical Design Document (TDD);
- Consultation Documentation;
- Initial Project Plans (IPP) technical content;
- Development Strategy;
- Context Models;
- Usability Engagement Plan;
- Usability Value and Risk Assessment;
- Business User Model;
- Critical Success Factors;
- Documentation according to CBSA's set of best practices, standards and methodologies;
- Development of technical documentation and procedures;
- Complete analysis of current environments and recommendations for increasing and optimizing performance;



- Perform monitoring of query usage and recommend ways to modify tables for increased performance (e.g., adding indices, joining tables, adding foreign keys, etc;
- Costing/Financial reports

6.1.2 Resources will be required to produce the Deliverables in various formats. These include, but are not limited to:

- Microsoft Word
  - Microsoft Excel
  - Microsoft PowerPoint
  - Adobe Acrobat

6.2 The Contractor must submit all Deliverables to the Technical Authority in accordance with the timing as set out in each TA. All text Deliverables shall be delivered in both hard and electronic copy or to the specifications of CBSA. All Deliverables must be accurate, truthful and in accordance with the specifications required by the Contract.

## **7.0 GREEN PROCUREMENT AND SERVICES**

7.1 The Contractor must ensure, where possible, that all materials employed and work methods used by both the Contractor and its deployed personnel and resources will comply with CBSA's and the Government of Canada's Green Procurement Strategy.



## APPENDIX A OF ANNEX B

### TASKING PROCEDURE

#### 1. Task Authorization (TA) Initiation

Where a requirement for a specific task has been identified, a TA will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Task Authorization". A Task Authorization Form (TA Form) as attached at Appendix B of Annex B will be prepared by the Technical Authority and sent to the Contractor. The TA Form will contain the following information, if applicable:

- (i) a task number;
- (ii) the date by which the Contractor's quotation must be received by the Technical Authority;
- (iii) the Categories of Resources and the number required;
- (iv) a detailed Statement of Work (SOW) for the task outlining the work activities to be performed and describing the Deliverables (such as reports) to be submitted, including the required format and media;
- (v) the required start and completion dates (if any);
- (vi) a schedule of milestone completion dates for major work activities, deliverables and payments (if applicable);
- (vii) the number of person-days of effort required;
- (viii) whether the work performance will require on-site activities at a given location;
- (ix) a description of any travel requirement, including the content and format of any required travel report;
- (x) the level of security clearance required of the Contractor's personnel;
- (xi) the language profile required of the Contractor's personnel;
- (xii) any funding sources against which the task will be tracked;
- (xiii) The maximum TA price payable to the Contractor for performing the task, indicating how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- (xiv) any other constraints that might affect the completion of the task.

#### 2. The Contractor's TA Quotation

- 2.1 If a requirement for a specific task is identified, a draft "statement of task" will be prepared by the Technical Authority and sent to the Contractor. Once it receives the statement of task, the Contractor must submit a quotation to the authority identified in the TA detailing the cost and time to complete the task. No rates applicable to resources contracted for under another contract may be provided for assessment. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the TA. The Contractor must provide any information requested by Canada in relation to the preparation of a TA within 2 working days of the request.
- 2.2 For each proposed resource the Contractor must supply a resume, the requested security clearance information and must complete the Response Tables at Appendix C of this Annex B applicable to the Categories of Resources identified in the TA. The resumes should demonstrate that each proposed individual meets the qualification requirements described



(including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to résumés and resources:

- (A) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (refer to Appendix D to Annex "A", Certifications). For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource by the time of issuance of the draft "statement of task".
  - (B) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of the quotation and must continue, where applicable, to be a member in good standing of the profession's governing body throughout the Contract Period.
  - (C) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
  - (D) For any requirements that specify a particular time period (e.g., two years) of work experience, Canada will disregard any information about experience if the individual's résumé does not include the relevant dates for the experience claimed (i.e., the start date and end date). Canada will assess only the duration that the resource actually worked on the project or projects (from his or her start date to end date, in stead of the overall start and end date of a project or a combination of projects in which a resource has participated).
  - (E) For work experience to be considered, a résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.
- 2.3 The quotation must be signed and submitted to the Technical Authority within the time for response identified in the TA Form. The Contractor will be given a minimum of 48 hours turnaround time to submit a quotation.
- 2.4 As part of the provision of Services, the Contractor may be required as part of the TA work to submit to the Technical Authority, a service delivery plan, within ten (10) business days of a TA being issued by CBSA. This plan must identify team structure, detailed work schedule, quality assurance mechanisms, and any other information identified in the TA, needed in order to present the Contractor's intended strategy to fulfill requirements stipulated in the TA form authorized by the Technical Authority.
- 2.5 The Contractor must submit with its quotation for each proposed resource:
- (i) the level of security clearance granted or approved by CISC/PWGCSC; and
  - (ii) a completed signed TBS 330-23 Form – Personnel Screening Consent and Authorization (<http://www.tbs-sct.gc.ca/tbsf-fsct/330-23-eng.pdf>).



CBSA will conduct a personnel Reliability Status assessment on the proposed resources, which may include a credit check. In the event a resource does not pass the assessment, the Contractor's quotation will be found to be non-responsive.

### **3. Assessment**

- 3.1 The qualifications and experience of the proposed resources will be assessed against the requirements set out in the TA Form to determine each proposed resource's compliance with the criteria identified in Appendix C to this Annex B.
- 3.2 If reference checks are requested, Canada will conduct the reference check in writing by e-mail (unless the contact at the reference is only available by telephone). A Bidder will not be responsive to a mandatory technical criterion nor will it be awarded any points for a point-rated technical criterion unless the response is received to an e-mail reference check request within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Bidder by e-mail, to allow the Bidder to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Bidder, the information supplied by the reference will be the information evaluated. The mandatory technical criteria will not be considered met nor will points be awarded for point-rated technical criteria if the reference customer is not a customer of the Bidder itself (for example, the customer cannot be the customer of an affiliate of the Bidder). Nor will the mandatory technical criteria be met or points for point-rated technical criteria be awarded if the customer is itself an affiliate or other entity that does not deal at arm's length with the Bidder. Canada references will be accepted.
- 3.3 During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.
- 3.4 Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the minimum threshold score for the point rated criteria for the applicable resource category. If the minimum threshold score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.

### **4 Acceptance**

- 4.1 Once the Technical Authority has accepted the quotation, the TA Form will be signed by Canada and provided to the Contractor for signature. All TA Forms estimated at (\$1,200,000) or less will be approved and signed by the Technical Authority who will send a copy of the signed TA to the Contracting Authority. All TA Forms estimated at over (\$1,200,000) will be signed by the Technical Authority and the Contracting Authority.
- 4.2 The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a fully signed TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.



**APPENDIX B OF ANNEX B**  
**TASK AUTHORIZATION FORM**  
**(SEE ATTACHED HERETO)**



**APPENDIX C OF ANNEX B**

**RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLES**

**(TO BE USED WHEN THE CONTRACT IS AWARDED)**

**(SEE ATTACHED HERETO)**



## **APPENDIX D OF ANNEX B**

### **CERTIFICATIONS AT THE TA STAGE**

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the TA Form when it is submitted to Canada.

#### **1. CERTIFICATION OF EDUCATION AND EXPERIENCE**

The Contractor certifies that all statements made with regard to the education and the experience of individuals proposed for completing the subject work are accurate and factual, and we are aware that the Department of Public Works and Government Services reserves the right to verify any information provided in this regard and that untrue statements may result in the TA response being declared non-responsive or in other action which the Minister may consider appropriate.

_____	_____
Print name of authorized individual & sign above	Date

#### **2. CERTIFICATION OF AVAILABILITY AND STATUS OF PERSONNEL**

##### **AVAILABILITY OF PERSONNEL**

The Contractor certifies that, should it be authorized to provide services under any Task Authorization resulting from this Contract, the persons proposed in the TA response will be available to commence performance of the work within a reasonable time from the date of acceptance of the Task Authorization, or within the time specified in the TA Form, and will remain available to perform the work in relation to the fulfillment of the requirement.

_____	_____
Print name of authorized individual & sign above	Date

#### **3. STATUS OF PERSONNEL**

If the Contractor has proposed any person in fulfillment of this requirement who is not an employee of the Contractor, the Contractor hereby certifies that it has written permission from such person (or the employer of such person) to propose the services of such person in relation to the work to be performed in fulfillment of this requirement and to submit such person's resume to the Contracting Authority. As well, the Contractor hereby certifies that the proposed person is aware that overtime may be required and is willing to comply.

_____	_____
Print name of authorized individual & sign above	Date



#### 4. CERTIFICATION OF LANGUAGE – ENGLISH OR FRENCH OR BILINGUAL

The language of work and correspondence for the Contract is English or French or both, should there be a specific language requirement for a given task, it will be specified in the Tasking Request. The options are as follows:

The Contractor certifies that the proposed resources in response to this Task Authorization are

*Option 1 - Unilingual English* fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

*Option 2 - Unilingual French* fluent in French. The individual(s) proposed must be able to communicate orally and in writing in French without any assistance and with minimal errors.

*Option 3 - Bilingual* fluent in both official languages of Canada (French and English). The individual(s) proposed must be able to communicate orally and in writing in French and English without any assistance and with minimal errors.

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Print name of authorized individual & sign above

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Date





**Canada Border Services  
 Agency**

**Agence des services  
 frontaliers du Canada**

**Task Authorization  
 commande services**

Page  
**1**

To: - À:			Contact - Personne-ressource		Standing offer No. - N° d'offre permanente	Validity Period - Période de validité (D/M/Y J/M/A) From - De: To - À:	Order No. N° de la demande
					Amendment Date/ Time Date de la modification/ Temps	Previous Value - Valeur précédente	Order date Date de la demande (D/M/Y J/M/A)
Vendor No. - N° du fournisseur	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Tel. No - N° du Tél.*	Fax. No. - N° de télécop.	Inc./Dec. - Aug./Dim.	Revised value - Montant révisé	Date required Demandé pour le (D/M/Y J/M/A)

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	Category/Catégorie: Resource/Ressource: Level of Security/Niveau de sécurité: Security File Number/Numéro de dossier de sécurité: Work Location/Endroit de travail: Language Requirements/Exigences de langue: Other Conditions/Constraints/Autre conditions/constraints: Financial Coding/Code financier:  Please refer to the Statement of Work attached./ Veuillez référer à l'Énoncé des travaux ci-joint.				

Delivery Address - Adresse de livraison (UNLESS SPECIFIED DIFFERENTLY ABOVE - SAUF INDICATION CONTRAIRE)	Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à	FOB - FAS	Amount - Montant CAD
		Terms of payment - Modalités de paiement Net 30 days	T. taxes - T. taxes CAD
			T.Amount - Montant T. CAD

<p align="center"><b>Your proposal is accepted</b></p> <p>to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.</p> <p align="center"><b>Nous acceptons votre proposition</b></p> <p>de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).</p>	
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## APPENDIX C OF ANNEX B

### RESOURCE ASSESSMENT CRITERIA AND RESPONSE TABLES

#### **STREAM 7 – COMMON SERVICES**

##### **Mandatory Criteria for the Application Software Architect – Level 3**

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the design and development of software solution(s).		
<b>M2</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the development and maintenance of Logical System Designs* in order to satisfy business requirements.</p> <p>*Logical System Design is defined as a document that defines the system architecture, components, modules, interfaces and data in an abstract representation.</p>		



<b>M3</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the development of integrated software solution(s) by amalgamating multiple stakeholder perspectives.</p> <p>The stakeholders could be the following:</p> <ul style="list-style-type: none"> <li>- Business clients and architects</li> <li>- Technical and Enterprise architects</li> <li>- Infrastructure engineers</li> <li>- Data modelers and database analysts</li> <li>- Applications developers and testers</li> </ul> <p>The Contractor must demonstrate the processes and methodology used as well as the type of documents produced by the proposed resource.</p>		
<b>M4</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last five years, in the design and development of software for High Availability* and High Volume** transaction processing application(s).</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p> <p>**High Volume is defined as a system that supports more than 100 users across multiple locations and process, and has a minimum of 200,000 transactions per day.</p> <p>The Contractor must provide a brief description of</p>		



	the applications the proposed resource worked on.		
<b>M5</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the design and development of software within a Large*, multi-application, multi-tier, IT environment.</p> <p>*Large is defined as an environment that has 100 or more project personnel and projects valued at \$50 Millions or more.</p>		
<b>M6</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the design of IT systems based on the Java technology.		

### Point Rated Criteria for the Application Software Architect – Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME



<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has experience working in application design for Medium to Large Line of Business Application IT Projects*.</p> <p>*Medium to Large Line of Business Application IT Projects is defined as a system developed for 50 or more users.</p>	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3 years = 3 points</p> <p>More than 3 years to 4 years = 4 points</p> <p>More than 4 years to 5 years = 5 points</p> <p>More than 5 to 6 years = 6 points</p> <p>More than 6 to 7 years = 7 points</p> <p>More than 7 to 8 years = 8 points</p>		
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			<p>More than 8 to 9 years = 9 points</p> <p>More than 9 years = 10 points</p>		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has experience in leading Joint Application Design (JAD) sessions.	20	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years = 3 points</p> <p>More than 2 to 3 years = 5 points</p> <p>More than 3 to 4 years = 10 points</p> <p>More than 4 to 5 years = 15 points</p> <p>More than 5 years = 20 points</p>		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in the translation of business	20	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years</p>		



	requirements through the development of system functional models.		<p>= 3 points</p> <p>More than 2 years to 3 years = 5 points</p> <p>More than 3 years to 4 years = 10 points</p> <p>More than 4 years to 5 years = 15 points</p> <p>More than 5 years = 20 points</p>		
<b>R4</b>	<p>The Contractor should demonstrate that the proposed resource has experience in the design and development of software for</p> <p>Multi-Enterprise Integration (MEI).</p>	10	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 4 years = 4 points</p> <p>More than 4 years to 6 years = 6 points</p>		



			<p>More than 6 years to 8 years = 8 points</p> <p>More than 8 years = 10 points</p>		
<b>R5</b>	<p>The Contractor should demonstrate that the proposed resource has experience in designing systems which:</p> <p>a) are Data Intensive Systems:</p> <p>Data Intensive Systems is defined as:</p> <ul style="list-style-type: none"> <li>-Online transaction processing, over a million transactions per year;</li> <li>-Over 100 concurrent users operating;</li> <li>-In a geographically distributed environment and</li> <li>-Containing shared database subsystems;</li> </ul> <p>b) Have a legislative connotation.</p>	15	<p>Points for the Data intensive system:</p> <p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3 years = 3 points</p> <p>More than 3 to 4 years = 4 points</p> <p>More than 4 to 5 years = 6</p>		



			<p>points</p> <p>More than 5 years = 8 points</p> <p>Points for the legislative connotation</p> <p>6 months or less = 0 point</p> <p>more than 6 months to one year = 1 point</p> <p>More than 1 year to 3 years = 2 points</p> <p>More than 3 to 4 years = 3 points</p> <p>More than 4 to 5 years = 5 points</p> <p>More than 5 years = 7 points</p>		
	<b>TOTAL</b>	<b>75</b>			



	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE POINTS ACHIEVED</b>	<b>45</b>			

### **Mandatory Criteria for the Programmer/Analyst (Java) – Level 2**

		<b>CONTRACTOR'S RESPONSE</b>	
<b>ITEM #</b>	<b>MANDATORY CRITERIA</b>	<b>DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)</b>	<b>INSERT PAGE # OF RESUME</b>
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, creating and modifying code and software in a computer environment.		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last seven years, programming in Java.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of two years' experience in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.		



## Point Rated Criteria for the Programmer Analyst (Java) – Level 2

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M1, in creating and modifying code and software in a computer environment.	40	5 years or less = 0 point  More than 5 years to 7 years = 20 points  More than 7 years to 9 years = 30 points  More than 9 years = 40 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess to Mandatory Criteria M3, in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.	20	2 years or less = 0 point  More than 2 years to 4 years = 10 points  More than 4 years to 6		



			years = 15 points		
			More than 6 years = 20 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in designing, developing and implementing Object-Oriented systems and Object Oriented (OO) n-tier applications using OO tools such as Unified Modeling Language (UML) and Rational Unified Process (RUP).	7	6 months or less = 0 point  More than 6 months to 1 year = 2 point  More than 1 year to 2 years = 2 points  More than 2 years to 4 years = 3 points  More than 4 years to 5 years = 4 points  More than 5 years to 6 years = 5 points  More than 6 years to 7 years = 6 points		



			More than 7 years = 7 points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience in using and supporting web frameworks in Java.	10	6 months or less = 0 point  More than 6 months to 1 year = 1 point  More than 1 year to 2 years = 2 points  More than 2 years to 4 years = 4 points  More than 4 years to 6 years = 8 points  More than 6 years = 10 points		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience creating design and developing computer program(s) using applets, HyperText Markup Language (HTML), Servlets and	30	6 months or less = 0 point  More than 6 months to 1 year = 5 points		



	JavaServer Pages/ JavaServer Faces (JSP/JSF).		<p>More than 1 year to 2 years = 10 points</p> <p>More than 2 years to 3 years = 15 points</p> <p>More than 3 years to 4 years = 20 points</p> <p>More than 4 years to 5 years = 25 points</p> <p>More than 5 years = 30 points</p>		
<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience in designing, building and supporting Java 2 Platform, Enterprise Edition (J2EE) application(s) using JSP, servlets, Enterprise Java Beans (EJB), Extensible Markup Language (XML) and web services.	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3</p>		



			years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years to 5 years = 5 points  More than 5 years to 6 years = 7 points  More than 6 years = 10 points		
	<b>TOTAL</b>	<b>117</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>70</b>			
	<b>POINTS ACHIEVED</b>				



### Mandatory Criteria for the Programmer/Analyst (Java) - Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the last fifteen years, in creating and modifying code and software in a computer environment.		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the last ten years, in programming in Java.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.		



### Point Rated Evaluation Criteria for the Programmer Analyst (Java) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M1, in working with Java creating and modifying code and software in a computer environment.</p> <p>This additional experience does not have to be within the last fifteen years.</p>	40	<p>7 years or less = 0 point</p> <p>More than 7 years to 8 years = 20 points</p> <p>More than 8 years to 9 years = 30 points</p> <p>More than 9 years to 10 years = 35 points</p> <p>More than 10 years = 40 points</p>		
<b>R2</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M3, in designing and building applications using IBM Websphere Application Server</p>	20	<p>5 years or less = 0 point</p> <p>More than 5 years to 7 years = 10 points</p> <p>More than 7 years to 10 years</p>		



	running on Mainframe Zos or Os/390.		= 15 points  More than 10 years = 20 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in designing, developing and implementing Object-Oriented systems and Object Oriented (OO) n-tier applications using OO tools such as Unified Modeling Language (UML) and Rational Unified Process (RUP).	10	6 months or less = 0 point  More than 6 months to 4 years = 1 point  More than 4 years to seven years = 2 points  More than 7 years to 9 years = 3 points  More than 9 years to 10 years = 6 points  More than 10 years = 10 points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience in using and supporting web frameworks in Java.	7	6 months or less = 0 point  More than 6 months to 2 years = 1 point		



			<p>More than 2 years to 4 years = 2 points</p> <p>More than 4 years to 5 years = 3 points</p> <p>More than 5 years to 6 years = 4 points</p> <p>More than 6 years to 7 years = 5 points</p> <p>More than 7 years to 8 years = 6 points</p> <p>More than 8 years = 7 points</p>		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience doing design and development work using applets, HyperText Markup Language (HTML), Servlets and JavaServer Pages / JavaServer Faces (JSP/JSF).	30	<p>6 months or less = 0 point</p> <p>More than 6 months to 2 years = 5 points</p> <p>More than 2 years to 5 years = 10 points</p> <p>More than 5 years to 7 years = 15 points</p>		



			<p>points</p> <p>More than 7 to 8 years = 20 points</p> <p>More than 8 to 10 years = 25 points</p> <p>More than 10 years = 30 points</p>		
<b>R6</b>	<p>The Contractor should demonstrate that the proposed resource has experience designing, building and supporting Java 2 Platform, Enterprise Edition (J2EE) applications. Technologies used must include ALL of the following: JavaServer Pages (JSP), servlets, Enterprise Java Beans (EJB), Extensible Markup Language (XML), web services.</p>	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 2 years = 1 point</p> <p>More than 2 years to 5 years = 2 points</p> <p>More than 5 years to 6 years = 3 points</p> <p>More than 6 years to 7 years = 5 points</p> <p>More than 7 years to 8 years = 7 points</p> <p>More than 8 years</p>		



			= 10 points		
	<b>TOTAL</b>	<b>117</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>70</b>			
	<b>POINTS ACHIEVED</b>				



### Mandatory Criteria for the Programmer/Analyst (COBOL) - Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M1	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, performing systems analysis on Large Mainframe IT Project* in Large Information Technology (IT) Environments**.</p> <p>*Large Mainframe IT Projects is defined as a project over \$5 Millions.</p> <p>**Large Information Technology (IT) Environment is defined as having over 2000 users or over 1 billion transactions per year.</p>		
M2	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in coding a system using COBOL.		
M3	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, supporting or developing a system in a CICS/COBOL environment running on a mainframe.		



### Point Rated Evaluation Criteria for the Programmer/Analyst – (COBOL) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
R1	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M2, in coding a system using COBOL.  This additional experience does not have to be within the last ten years.	10	5 years or less = 0 point  More than 5 years to 6 years = 2 points  More than 6 years to 7 years = 4 points  More than 7 years to 8 years = 6 points  More than 8 years to 9 years = 8 points  More than 9 years = 10 points		
R2	The Contractor should demonstrate that the proposed resource has experience working on Integrated Data Management System (IDMS) or DB2.	10	6 months or less = 0 point  More than 6 months to 2 years = 2 point  More than 2 years to		



			4 years =4 points  More than 4 years to 8 years = 8 points  More than 8 years = 10 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience maintaining and developing software application(s) using Via Soft or Expiditer software.	10	1 year or less = 1 point  More than 1 years to two years = 2 points  More than 2 years to 3 years = 4 points  More than 3 years to 4 years = 6 points  More than 4 years to 5 years = 8 points  More than 5 years = 10 points		
	<b>TOTAL</b>	<b>30</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>18</b>			
	<b>POINTS ACHIEVED</b>				



## Mandatory Criteria for the Systems Analyst – Level 2

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M1	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the development of system designs and specifications.		
M2	The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last five years, in the development of system designs and specifications using Rational Unified Process (RUP) framework and Unified Modeling Language (UML) including storyboarding and System Use Cases (SUC).		
M3	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the development of system designs and specifications within High Availability* and High Volume Applications** within a Large***, multi-application, multi-tier, mainframe Information Technology (IT) environment.</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p>		



	<p><b>**High Volume Application</b> is defined as a system that supports more than 100 users across multiple locations and processes a minimum of 200,000 transactions per day.</p> <p><b>***Large</b> is defined as an environment that has 300 or more personnel and projects valued at \$50 Millions or more.</p>		
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### Point Rated Criteria for the Systems Analyst – Level 2

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M1, in the development of system designs and specifications.</p> <p>This additional experience does not have to be within the last ten years.</p>	20	<p>5 years or less = 0 point</p> <p>More than 5 years to 6 years = 5 Points</p> <p>More than 6 years to 7 years = 10 Points</p> <p>More than 7 years to 8 years = 15 Points</p> <p>More than 8 years = 20 Points</p>		



<b>R2</b>	The Contractor should demonstrate that the proposed resource has experience in the development of designs and specifications for systems developed using DB2.	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4 years = 6 Points</p> <p>More than 4 years to 5 years = 8 Points</p> <p>More than 5 years = 10 Points</p>		
<b>R3</b>	The Contractor should ensure the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using MQ Series message-oriented middleware.	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4 years = 6 Points</p> <p>More than 4 years to 5 years = 8 Points</p> <p>More than 5 years = 10 Points</p>		



<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience working with development teams, clients and co-workers.	20	<p>1 years or less = 0 point</p> <p>More than 1 year to 3 years = 4 Points</p> <p>More than 3 years to 5 years = 8 Points</p> <p>More than 5 years to 7 years = 12 Points</p> <p>More than 7 years to 9 years = 16 Points</p> <p>More than 9 years = 20 Points</p>		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience preparing briefings and presentations to technical and managerial audiences.	20	<p>1 years or less = 0 point</p> <p>More than 1 year to 3 years = 4 Points</p> <p>More than 3 years to 5 years = 8 Points</p> <p>More than 5 years to 7 years = 12 Points</p> <p>More than 7 years to 9 years = 16 Points</p> <p>More than 9 years = 20 Points</p>		



<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience working in the public sector.	<b>5</b>	1 years or less = 0 point  More than 1 year to 2 years = 2 points  More than 2 years to 3 years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years = 5 points		
	<b>TOTAL</b>	<b>85</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>51</b>			
	<b>POINTS ACHIEVED</b>				

### Mandatory Criteria for the Systems Analyst – Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in leading development of system designs and specifications.		



<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last fifteen years, in the development of system designs and specifications.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has minimum of five years' experience, within the last ten years, in the development of system designs and specifications using Rational Unified Process (RUP) framework and Unified Modeling Language (UML) including storyboarding and System Use Cases (SUC).		
<b>M4</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in leading Joint Application Design (JAD) sessions.		
<b>M5</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years experience, within the last ten years, in the development of system designs and specifications for High Availability* and High Volume Applications** within a Large***, multi-application, multi-tier, mainframe Information Technology (IT) environment.</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p> <p>**High Volume Application is defined as a system that supports more than 100 users across multiple locations and processes a minimum of 200,000 transactions per day.</p>		



	***Large is defined as an environment that has 300 or more project personnel and projects valued at \$50 Millions or more.		
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### Point Rated Criteria for the Systems Analyst – Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of the mandatory M1, in leading development of system designs and specifications.</p> <p>This additional experience does not have to be within the last fifteen years.</p>	20	<p>10 years or less = 0 point</p> <p>More than 10 years to 12 years = 4 points</p> <p>More than 12 years to 13 years = 8 points</p> <p>More than 13 years to 14 years = 12 points</p> <p>More than 14 years to 15 years = 16 points</p> <p>More than 15 years = 20 points</p>		
<b>R2</b>	<p>The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using DB2.</p>	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4</p>		



			years = 6 Points  More than 4 years to 5 years = 8 Points  More than 5 years = 10 Points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using MQ Series message-oriented middleware.	10	1 years or less = 0 point  More than 1 year to 2 years = 2 Points  More than 2 years to 3 years = 4 Points  More than 3 years to 4 years = 6 Points  More than 4 years to 5 years = 8 Points  More than 5 years = 10 Points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in mentoring and teaching development teams, clients and co-workers.	20	1 years or less = 0 point  More than 1 year to 3 years = 4 Points  More than 3 years to 5 years = 8 Points  More than 5 years to 7 years = 12 Points  More than 7 years to 9		



			years = 16 Points  More than 9 years = 20 Points		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in preparing, publishing and presenting briefings and presentations to technical and managerial audiences.	20	1 years or less = 0 point  More than 1 year to 3 years = 4 Points  More than 3 years to 5 years = 8 Points  More than 5 years to 7 years = 12 Points  More than 7 years to 9 years = 16 Points  More than 9 years = 20 Points		
<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience within the public sector.	5	1 years or less = 0 point  More than 1 year to 2 years = 2 points  More than 2 years to 3 years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years = 5 points		



	<b>TOTAL</b>	<b>85</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>51</b>			
	<b>POINTS ACHIEVED</b>				

### **Mandatory Criteria for the System Analyst –(COBOL) - Level 3**

		<b>CONTRACTOR'S RESPONSE</b>	
<b>ITEM #</b>	<b>MANDATORY CRITERIA</b>	<b>DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)</b>	<b>INSERT PAGE # OF RESUME</b>
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in analysing, designing and developing information system.		
<b>M2</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in performing systems analysis on Large Mainframe IT Projects* in Large Information Technology (IT) Environment**.</p> <p>*Large Mainframe IT Projects is defined as a project over \$5 Millions.</p> <p>**Large Information Technology (IT) Environment is defined as over 2000 users or over 1 billion transaction per year.</p>		



<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in coding using the COBOL programming language on the mainframe.		
<b>M4</b>	The Contractor must demonstrate that the proposed resource has a minimum four years' experience with the Integrated Data Management System (IDMS) or DB2.		

### Point Rated Evaluation Criteria for the System Analyst –(COBOL) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M3, in coding using the COBOL programming language on the mainframe.  This additional experience does not have to be within the last fifteen years.	10	5 years or less = 0 point  More than 5 years to 6 years = 2 points  More than 6 year to 7 years = 4 points  More than 7 years to 8 years = 6 points  More than 8 years to 9 years = 8 points		



			More than 9 years = 10 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience in excess of Mandatory Criteria M4 working on Integrated Data Management System (IDMS) or DB2.	10	4 years or less = 0 point  More than 4 years to 6 years = 4 points  More than 6 years to 8 years = 8 points  More than 8 years = 10 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience maintaining and developing software applications using Via Soft or Expiditer software.	10	1 years or less = 0 point  More than 1 years = 2 points  More than 2 years = 4 points  More than 3 years = 6 points  More than 4 years = 8 points  More than 5 years = 10 points		
	<b>TOTAL</b>	<b>30</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>18</b>			
	<b>POINTS ACHIEVED</b>				





Government of Canada  
 Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
 UNCLASSIFIED

**SECURITY REQUIREMENTS CHECK LIST (SRCL)  
 LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		Public Works and Government Services Canada	
2. Branch or Directorate / Direction générale ou Direction		Acquisitions	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Standing Offer for the provision of Task Based Informatics Professional Services to the Government of Canada			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
		Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input checked="" type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
SECRET SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
 UNCLASSIFIED

Canada





Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité:

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes  
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel:  
Document Number / Numéro du document:

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input checked="" type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:

Commentaires spéciaux:

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
Non Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes  
Non Oui

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes  
Non Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes  
Non Oui

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes  
Non Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

UNCLASSIFIED

Canada





Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

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UNCLASSIFIED

**PART C - (continued) / PARTIE C - (suite)**

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non ☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non ☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED

Canada





Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-065005-B

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées)

Benoit, Réal

Title - Titre

Manager, Supply

Signature

*Réal Benoit*

Telephone No. - N° de téléphone

819 956-2153

Facsimile No. - N° de télécopieur

819 956-7827

E-mail address - Adresse courriel

real.benoit@tpsgc-pwgsc.gc.ca

Date

2011/10/08

**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées)

Charon, Annick

Title - Titre

SO

Signature

*Annick Charon*

Telephone No. - N° de téléphone

819-956-0615

Facsimile No. - N° de télécopieur

819-934-1448

E-mail address - Adresse courriel

annick.charon@tpsgc-pwgsc.gc.ca

Date

Nov 9, 2011

**15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?**

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No  
Non

☐ Yes  
Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées)

JACQUES SAUMER

Title - Titre

CONTRACT SECURITY  
OFFICER

Signature

*Jacques Saumer*

Telephone No. - N° de téléphone

613-948-1332

Facsimile No. - N° de télécopieur

613-954-4171

E-mail address - Adresse courriel

JACQUES.SAUMER@

Date

16-NOV.-2011

TPSGC-PW6SC.GC.CA

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

UNCLASSIFIED

Canada



<b>To: - A :</b> Modis Canada Inc. 155 QUEEN ST. OTTAWA ON K1P 6L1			<b>Contact - Personne-ressource</b> DIMEJI TEMIDIRE MATERIEL MANAGEMENT DIVISIO PLACE VANIER, TOWER B 355 NORTH RIVER RD OTTAWA ON K1A 0L8		<b>Standing offer No. - N° d'offre permanente</b> 47060-136911/021/EL	<b>Validity Period - Période de validité (D/M/Y J/M/A)</b> From - De: 04/08/2015 To - À: 03/08/2016	<b>Order No. N° de la demande</b> <b>2016000744</b>
					<b>Amendment Date/ Time</b> Date de la modification/ Temps <b>29/07/2015 12:07:29</b>	<b>Previous Value - Valeur précédente</b>	<b>Order date</b> Date de la demande (D/M/Y J/M/A) <b>23/07/2015</b>
<b>Vendor No. - N° du fournisseur</b> <b>173180</b>	<b>Tel. No - N° du Tél.</b> <b>613-276-0149</b>	<b>Fax. No. - N° de télécop.</b> <b>613-786-9911</b>	<b>Tel. No - N° du Tél.*</b> <b>343-291-5719</b>	<b>Fax. No. - N° de télécop.</b>	<b>Inc./Dec. - Aug./Dim.</b>	<b>Revised value - Montant révisé</b>	<b>Date required</b> Demandé pour le (D/M/Y J/M/A) <b>27/07/2015</b>

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	<b>-ITSSC-Pu,L Java PA Lvl 3 040816+030816</b>  TBIPS- Java Programmer Analyst Level 3 for Emanifest Risk Assessment Manager: Rock Gelineau Resource Name: Work Location: 333 N River Road 6th Floor, Ottawa ON  Start Date: August 4, 2015 to August 3,2016  192050020 6527/81401 IO:20010949 *** Description changed ***  <b>Service Line 10 Details:</b> ITSSC-Pu,L Java PA Level 3 040816+030816 105,600.00	SU	1	105,600.00/1	105,600.00

<b>Delivery Address - Adresse de livraison</b>  333 North River Road 6th Floor, Ottawa ON K1L 8B9	<b>Invoicing address - Adresse de facturation</b> Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à vendors-fournisseurs@cbsa.gc.ca National Invoice Reception Unit/ Unité nationale de réception de fac 2e étage 105 RUE MCGILL, #260-01 MONTREAL QC H2Y 2E7	<b>FOB - FAB</b>	<b>Amount - Montant</b> CAD <b>105,600.00</b>
		<b>Terms of payment - Modalités de paiement</b> Net 30 days	<b>T. taxes - T. taxes</b> CAD <b>13,728.00</b>
			<b>T.Amount - Montant T.</b> CAD <b>119,328.00</b>

<p align="center"><b>Your proposal is accepted</b></p> <p>to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.</p> <p align="center"><b>Nous acceptons votre proposition</b></p> <p>de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).</p>	<p>Signed for the Commissioner by/Signé pour le Commissaire par:</p> <p align="center"><i>Rachelle McGregor</i>          Name (please print)/Nom (en lettres majuscules)</p> <p align="center"><i>AI Team Leader</i>          Position title/Titre du poste</p> <p align="center"><i>Pay</i>          Signature</p> <p align="right"><i>29 July 2015</i>          Date(D/M/Y - J/M/A)</p>
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Canada Border Services  
Agency

Agence des services  
frontalières du Canada

Task Authorization  
commande services

Supplier - Fournisseur <b>Modis Canada Inc.</b> 155 QUEEN ST. OTTAWA ON K1P 6L1			Contact - Personne-ressource <b>LUC BONHOMME</b> <b>PROCUREMENT &amp; CONTRACTING</b> <b>PLACE VANIER, TOWER B</b> <b>333 NORTH RIVER RD</b> <b>OTTAWA ON K1A 0L8</b>		Standing offer No. / N° d'offre permanente <b>47060-136911/021/EL</b>	Validity period - Période de validité (D/M/Y J-M/A) From - De: <b>24/08/2015</b> To - À: <b>23/08/2017</b>	Order No. / N° de la commande <b>2016000910</b>
Vendor No. - N° du fournisseur <b>173180</b>	Tel. No. - N° du Tél. <b>613-276-0149</b>	Fax No. - N° de télécop. <b>613-786-9911</b>	Tel. No. - N° du Tél.* <b>343-291-5728</b>	Fax No. - N° de télécop. 	Amendment Date/ Time Date de la modification/ Temps	Previous Value - Valeur précédente	Order date Date de la commande (D/M/Y J-M/A) <b>19/08/2015</b>
Inc./Doc. - Aug./Dim.					Revised value - Montant révisé		Date required Demande pour le (D/M/Y J-M/A)

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	<b>-ITSSC, @AA L3&amp;240815+310316</b> Delivery date 31/03/2016 (D/M/Y - J/M/Y)  ITSSC Category : Application Architect-Level 3 Resource Name CBSA Outline Agreement : 47060T6911 TA period : August 24, 2015 to August 23, 2017  <b>Service Line 10 Details:</b> ITSSC, R@AA L3&240815+310316 101,210.00	SU	1	101,210.00/1	101,210.00
00020	<b>-ITSSC, @AA L3&amp;010416+230816</b> Delivery date 23/08/2016 (D/M/Y - J/M/Y)  <b>Service Line 10 Details:</b> ITSSC, @AA L3&010416+230816 52,350.00	SU	1	52,350.00/1	52,350.00

Delivery Address - Adresse de livraison (UNLESS SPECIFIED DIFFERENTLY ABOVE - SAUF INDICATION CONTRAIRE)  <b>Roch Gelineau</b> <b>ISTB CBSA</b> <b>333 North River Rd, 6th Floor, Tower A</b> <b>Ottawa, ON K1A 0L8</b> <b>Roch.Gelineau@cbsa-asfc.gc.ca</b>	Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à <b>vendors-fournisseurs@cbsa.gc.ca</b> <b>National Invoice Reception Unit/</b> <b>Unité nationale de réception de fac</b> <b>2e étage</b> <b>105 RUE MCGILL, #260-01</b> <b>MONTREAL QC H2Y 2E7</b>	FDB - FAB  Terms of payment - Modalités de paiement <b>Net 30 days</b>	Amount - Montant <b>CAD 307,120.00</b>  T. taxes - T. taxes <b>CAD 39,925.60</b>  T.Amount - Montant T. <b>CAD 347,045.60</b>
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**Your proposal is accepted**

to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

**Nous acceptons votre proposition**

de vendre à Sa Majesté le Reine du chef du Canada, aux conditions énoncées ou énoncées par référence dans les présentes, et aux autres documents, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-jointe, au(x) prix indiqués.

Signed for the Commissioner by/Signé pour le Commissaire par:

*Rachelle McGregor*  
Name (please print)/Nom (en lettres majuscules)

*Team Leader*  
Position (please print)/Poste

*Rachelle McGregor*

**19-Aug-2015**  
000094



Agency

Class

Task Authorization  
 commande service

000095

Item No. Article n°	Description Description	Unit U de D	Quantity Quantité	Unit Price Prix unitaire	Ext. Price Prix prévu
00030	-ITSSC, @AA L3&240816+310317 Delivery date 31/03/2017 (D/M/Y - J/M/Y)	SU	1	101,210.00/1	101,210.00
Service Line 10 Details: ITSSC, @AA L3&240816+310317 101,210.00					
00040	-ITSSC, @AA L3&010417+230817 Delivery date 23/08/2017 (D/M/Y - J/M/Y)	SU	1	52,350.00/1	52,350.00
Cost Center: 1920 500 60 I/O: 20010949 Fund Number: 6527 PSSA: 81401					
Service Line 10 Details: ITSSC, @AA L3&010417+23081 52,350.00					



<b>To: - A :</b> <b>Modis Canada Inc.</b> <b>155 QUEEN ST.</b> <b>OTTAWA ON K1P 6L1</b>			<b>Contact - Personne-ressource</b> <b>Stephen Colterman</b> <b>MATERIEL MANAGEMENT DIVISIO</b> <b>PLACE VANIER, TOWER B</b> <b>355 NORTH RIVER RD</b> <b>OTTAWA ON K1A 0L8</b>		<b>Standing offer No. - N° d'offre permanente</b> <b>47060T6911</b>	<b>Validity Period - Période de validité (D/M/Y J/M/A)</b> <b>From - De: 01/10/2015</b> <b>To - À: 30/09/2018</b>	<b>Order No. N° de la demande</b> <b>2016000933</b>	
			<b>Amendment Date/ Time</b> <b>Date de la modification/ Temps</b> <b>24/08/2015</b> <b>14:13:50</b>		<b>Previous Value - Valeur précédente</b> <b>493,200.00</b>		<b>Order date</b> <b>Date de la demande (D/M/Y J/M/A)</b> <b>21/08/2015</b>	
<b>Vendor No. - N° du fournisseur</b> <b>173180</b>	<b>Tel. No - N° du Tél.</b> <b>613-276-0149</b>	<b>Fax. No. - N° de télécop.</b> <b>613-786-9911</b>	<b>Tel. No - N° du Tél.*</b> <b>343-291-5666</b>	<b>Fax. No. - N° de télécop.</b>	<b>Inc./Dec. - Aug./Dim.</b> <b>-19,440.00</b>	<b>Revised value - Montant révisé</b> <b>473,760.00</b>	<b>Date required</b> <b>Demandé pour le (D/M/Y J/M/A)</b>	
<b>Item No.</b> <b>Article n°</b>	<b>Description</b> <b>Description</b>				<b>U of I</b> <b>U de D</b>	<b>Quantity</b> <b>Quantité</b>	<b>Unit Price</b> <b>Prix unitaire</b>	<b>Ext.Price</b> <b>Prix prévu</b>
00010	<b>-ITSSC, - @SAL3&amp;011015+310316</b> <b>Delivery date 31/03/2016 (D/M/Y - J/M/Y)</b>  <b>Custom electronic commerce Platform (CECP)</b>  <b>Resource Category:ITSSC System Analyst Level 3</b> <b>Resource Name:</b>  <b>Contract Period: October 1, 2015 to September 30, 2018</b>   <b>Manager: Parvaneh Hashemi</b>				SU	1	81,592.00/1	81,592.00
<b>Delivery Address - Adresse de livraison</b> <b>Canada Border Services Agency</b> <b>ATTN: Parvaneh Hashemi</b> <b>335 North River Road, Tower A, 9th Floor</b> <b>Ottawa, ON</b> <b>K1A 0L8</b>			<b>Invoicing address - Adresse de facturation</b> <b>Invoices - Original and two copies are to be made out and sent to</b> <b>Factures - Remplir et envoyer l'original et deux copies à</b> <b>vendors-fournisseurs@cbsa.gc.ca</b> <b>National Invoice Reception Unit/</b> <b>Unité nationale de réception de fac</b> <b>2e étage</b> <b>105 RUE MCGILL, #260-01</b> <b>MONTREAL QC H2Y 2E7</b>			<b>FOB - FAB</b>  <b>Terms of payment - Modalités de paiement</b> <b>Net 30 days</b>		<b>Amount - Montant</b> <b>CAD</b> <b>473,760.00</b>
						<b>T. taxes - T. taxes</b> <b>CAD</b> <b>61,588.80</b>		
						<b>T.Amount - Montant T.</b> <b>CAD</b> <b>535,348.80</b>		
<p align="center"><b>Your proposal is accepted</b></p> <p>to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.</p> <p align="center"><b>Nous acceptons votre proposition</b></p> <p>de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).</p>						<p>Signed for the Commissioner by/Signé pour le Commissaire par:</p> <p><i>Rachelle M. Gregor</i>  Name (please print)/Nom (en lettres majuscules)</p> <p><i>Team Leader</i>  Position title/Titre du poste</p> <p><i>Ray</i>  Signature</p> <p><i>24 June 2015</i>  Date (D/M/Y - J/M/A)</p>		





Amendment to Task Authorization  
Modification à la commande services

Order No.  
N° de la demande  
**2016000933**

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**2 / 2**

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
	192010040 2527/81401 IO: 274386				
	*** Net price changed ***				
00020	<b>Service Line 10 Details:</b> ITSSC, @SAL3&011015+310316 81,592.00 -ITSSC @SAL3&010416+310317 Delivery date 31/03/2017 (D/M/Y - J/M/Y)	SU	1	157,920.00/1	157,920.00
	*** Net price changed ***				
00030	<b>Service Line 10 Details:</b> ITSSC, @SAL3&010416+310317 157,920.00 -ITSSC, @SAL3&010417+310318 Delivery date 31/03/2018 (D/M/Y - J/M/Y)	SU	1	157,920.00/1	157,920.00
	*** Net price changed ***				
00040	<b>Service Line 10 Details:</b> ITSSC, @SAL3&010417+310318 157,920.00 -ITSSC, @SAL3&010418+300918 Delivery date 30/09/2018 (D/M/Y - J/M/Y)	SU	1	76,328.00/1	76,328.00
	*** Net price changed ***				
	<b>Service Line 10 Details:</b> ITSSC, @SAL3&010418+300918 76,328.00				





Public Works and  
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Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1 - General Information / Informations générales** / **PART 1 - Informations générales**

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060T6911

Contractor Name / Nom du Contracteur : Modis

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

2016000933

Commitment No. / N° de  
l'engagement :

1000325783

Financial Coding / Code  
financier :

192060050

Date of Issuance / Date  
d'émission :

Sep 7, 2016

Response required by /  
Réponse requise par :

Sep 14, 2016

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : 2

Reason for the Amendment / Raison pour la modification :

this administrative amendment is being raised to use the new TA form as specified in the last contract amendment.

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
System Analyst	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Enoncé des travaux (tâches, livrables, rapports, etc.)

Work is to be performed in accordance with Annex A "Statement of Work".

## Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Oct 1, 2015

Initial End Date / Date de fin initiale :

Sep 30, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

n/a

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

n/a

Work Location(s) / Lieu(x) de travail :

National Capital Region on CBSA Premises

**PART 2 - Contractor Resource(s) / Ressources du Contracteur** / **PART 2 - Ressources du Contracteur**

## A. Contractor Resource(s) / Ressources du Contracteur

Note: once approved, only the following resource(s) may provide services under this TA / Note: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous ce TA





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## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	System Analyst	3	English / Anglais	Reliability / Fiabilité	

### B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
+ - System Analyst	3			\$473,760.00
Estimated Cost / Coût estimatif				\$473,760.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$61,588.80
Total Estimated Cost / Coût total estimatif				\$535,348.80

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Pessier Sept 8<sup>th</sup> 2016  
Name of Authorized Client / Nom du client autorisé Date

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante Date

Robert Pessier  
Signature

\_\_\_\_\_  
Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

<u>[Signature]</u> Name and Title of Authorized Person to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur	<u>Sept 8<sup>th</sup> 2016</u> Signature Date
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Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (Completed by the Technical Project Authority) // **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/021/EL

Contractor Name / Nom du Contracteur : Modis Canada Inc.

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

2016000933

Commitment No. / N° de  
l'engagement :

1000325783

Financial Coding / Code  
financier :

1920-060-050

Date of Issuance / Date  
d'émission :

Aug 29, 2018

Response required by /  
Réponse requise par :

Sep 5, 2018

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : 3

Reason for the Amendment / Raison pour la modification :

Amendment reason: This amendment will be raised to extend the end date from September 30, 2018 to January 23, 2019 and increase the number of days from 720 to 798 days. Inserting the additional days will increase the total cost.

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
System Analyst	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

### Period of Services / Période de service:

Initial Start Date / Date de début initiale : Oct 1, 2015

Initial End Date / Date de fin initiale : Sep 30, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

Jan 23, 2019

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

333 North River Road, Tower A, 16th Floor, Room 16019,  
Project authority: Fox, Cindy: A/Junior Program Officer  
Phone: 343-291-7442

All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the Agency):

1. Email (preferred method): Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.  
vendors-fournisseurs@cbsa-asfc.gc.ca





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Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Work Location(s) / Lieu(x) de travail :	This email address is to be used for submitting invoices and for payment status inquiries.  2. Mail Canada Border Services Agency NIRU 105 McGill Street, Piece 260-01, 2nd floor Montreal, QC H2Y 2E7
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### PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complétée par le contracteur et/ou le responsable technique / chargé de projet)

#### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Note : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	System Analyst	3	English / Anglais	Reliability / Fiabilité	95-9189-42

#### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
+	System Analyst	3			\$525,084.00
-					
Estimated Cost / Coût estimatif					\$525,084.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$68,260.92
Total Estimated Cost / Coût total estimatif					\$593,344.92

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA





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Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Robert Penwarden

Name of Authorized Client / Nom du client autorisé

2018-09-18

Date

Robert Penwarden

Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Sylvie Morin

Name of Contracting Authority / Nom de l'autorité contractante

September 13, 2018

Date

Morin, Sylvie

Signature

Digitally signed by Morin, Sylvie  
Date: 2018.09.13 12:45:39 -04'00'

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

William Thompson VP

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

[Signature]

Signature

Sept 19<sup>th</sup> 2018

Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat: 47060-136911/021/EL

Contractor Name / Nom du Contracteur: Modis Canada Inc.

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT):

2016000933

Commitment No. / N° de  
l'engagement:

1000325783

Financial Coding / Code  
financier:

1920-060-050

Date of Issuance / Date  
d'émission:

Dec 21, 2018

Response required by /  
Réponse requise par:

Jan 11, 2018

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification: 4

Reason for the Amendment / Raison pour la modification:

- 1) To increase Estimated Level of Effort (days)
- 2) To extend the end date from Jan 23, 2019 to Jan 23, 2021; and
- 3) Increase total cost from \$525,084.00 to \$840,924.00 (All applicable taxes not included)

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
System Analyst	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Period of Services / Période de service:

Initial Start Date / Date de début initiale: Oct 1, 2015

Initial End Date / Date de fin initiale: Sep 30, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification):

Jan 23, 2021

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage:

333 North River Road, Tower A, 16th Floor, Room 16019,  
Project authority: Fox, Cindy: A Junior Program Officer  
Phone: 343-291-7442

All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the Agency):

1. Email (preferred method): Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Work Location(s) / Lieu(x) de travail :	<p>vendors-fournisseurs@cbsa-asfc.gc.ca This email address is to be used for submitting invoices and for payment status inquiries.</p> <p>2. Mail Canada Border Services Agency NIRU 105 McGill Street, Piece 260-01, 2nd floor Montreal, QC H2Y 2E7</p>
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## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

A. Contractor Resource(s) / Ressource(s) du Contracteur						
Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.						
Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	System Analyst	3	English / Anglais	Reliability / Fiabilité	95-9189-42	<input type="checkbox"/> + <input type="checkbox"/> -

B. Estimated Cost / Coût estimatif				
Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<input type="checkbox"/> + <input type="checkbox"/> -         System Analyst	3			\$840,924.00
Estimated Cost / Coût estimatif				\$840,924.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$109,320.12
Total Estimated Cost / Coût total estimatif				\$950,244.12

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA





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Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Authorized Client / Nom du client autorisé

Date

*Erin Lapensee*

Signature

Name of Contracting Authority / Nom de l'autorité contractante

Date

Morin, Sylvie

Digitally signed by Morin, Sylvie  
Date: 2018.12.21 13:59:19 -05'00'

Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

*William Thompson VP*


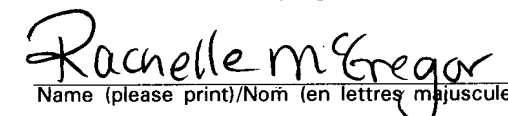
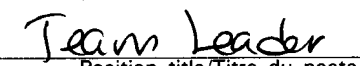


Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date

*Dec 28 2018*



 <b>Canada Border Services Agency</b> <b>Agence des services frontaliers du Canada</b>		<b>Task Authorization</b> <b>commande services</b>		Page <b>1 / 2</b>	
To: - A : <b>Modis Canada Inc.</b> <b>155 QUEEN ST.</b> <b>OTTAWA ON K1P 6L1</b>		Contact - Personne-ressource <b>Stephen Colterman</b> <b>MATERIEL MANAGEMENT DIVISIO</b> <b>PLACE VANIER, TOWER B</b> <b>355 NORTH RIVER RD</b> <b>OTTAWA ON K1A 0L8</b>		Standing offer No. - N° d'offre permanente <b>47060T6911</b>	
Vendor No. - N° du fournisseur <b>173180</b>		Tel. No - N° du Tél. <b>613-276-0149</b>		Fax. No. - N° de télécop. <b>613-786-9911</b>	
Tel. No - N° du Tél.* <b>343-291-5666</b>		Fax. No. - N° de télécop. <b>343-291-5666</b>		Inc./Dec. - Aug./Dim. 	
Validity Period - Période de validité (D/M/Y J/M/A) From - De: <b>01/10/2015</b> To - À: <b>30/09/2018</b>		Previous Value - Valeur précédente 		Order No. N° de la demande <b>2016000933</b>	
Order date Date de la demande (D/M/Y J/M/A) <b>21/08/2015</b>		Date required Demandé pour le (D/M/Y J/M/A) 			
Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
<b>00010</b>	<b>-ITSSC, @SAL3&amp;011015+310316</b> Delivery date 31/03/2016 (D/M/Y - J/M/Y) Custom electronic commerce Platform (CECP) Resource Category:ITSSC System Analyst Level 3 Resource Name:   Contract Period: October 1, 2015 to September 30, 2018 Manager: Parvaneh Hashemi	<b>SU</b>	<b>1</b>	<b>84,940.00/1</b>	<b>84,940.00</b>
Delivery Address - Adresse de livraison (UNLESS SPECIFIED DIFFERENTLY ABOVE - SAUF INDICATION CONTRAIRE) <b>Canada Border Services Agency</b> <b>ATTN: Parvaneh Hashemi</b> <b>335 North River Road, Tower A, 9th Floor</b> <b>Ottawa, ON</b> <b>K1A 0L8</b>		Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à <b>vendors-fournisseurs@cbsa.gc.ca</b> <b>National Invoice Reception Unit/</b> <b>Unité nationale de réception de fac</b> <b>2e étage</b> <b>105 RUE MCGILL, #260-01</b> <b>MONTREAL QC H2Y 2E7</b>		FOB - FAB 	
		Terms of payment - Modalités de paiement <b>Net 30 days</b>		Amount - Montant <b>CAD 493,200.00</b>	
				T. taxes - T. taxes <b>CAD 64,116.00</b>	
				T.Amount - Montant T. <b>CAD 557,316.00</b>	
<b>Your proposal is accepted</b> to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor. <b>Nous acceptons votre proposition</b> de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).			Signed for the Commissioner by/Signé pour le Commissaire par:  Name (please print)/Nom (en lettres majuscules) <b>Rachelle McGregor</b>  Position title/Titre du poste <b>Team Leader</b>  Signature  Date(D/M/Y - J/M/A) <b>24 AUG 2015</b>		





Canada Border Services  
Agency

Agence des services  
frontaliers du Canada

Task Authorization  
commande services

Order No.  
N° de la demande  
**2016000933**

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Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
	192010040 2527/81401 IO: 274386				
00020	<p><b>Service Line 10 Details:</b> ITSSC, @SAL3&amp;011015+310316 84,940.00</p> <p>-ITSSC, Grumic.R@SAL3&amp;010416+310317 Delivery date 31/03/2017 (D/M/Y - J/M/Y)</p>	SU	1	164,400.00/1	164,400.00
00030	<p><b>Service Line 10 Details:</b> ITSSC, @SAL3&amp;010416+310317 164,400.00</p> <p>-ITSSC, @SAL3&amp;010417+310318 Delivery date 31/03/2018 (D/M/Y - J/M/Y)</p>	SU	1	164,400.00/1	164,400.00
00040	<p><b>Service Line 10 Details:</b> ITSSC, @SAL3&amp;010417+310318 164,400.00</p> <p>-ITSSC, @SAL3&amp;010418+300918 Delivery date 30/09/2018 (D/M/Y - J/M/Y)</p> <p><b>Service Line 10 Details:</b> ITSSC, @SAL3&amp;010418+300918 79,460.00</p>	SU	1	79,460.00/1	79,460.00





Canada Border Services  
Agency

Agence des services  
frontaliers du Canada

Amendment to Task Authorization  
Modification à la commande services

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1 / 2

To: - A : Modis Canada Inc. 155 QUEEN ST. OTTAWA ON K1P 6L1			Contact - Personne-ressource Stephen Colterman CBSA/ASFC Contracting and Materiel Managem Place Vanier, Tower B 355 NORTH RIVER RD OTTAWA ON K1A 0L8		Standing offer No. - N° d'offre permanente 47060T6911	Validity Period - Période de validité (D/M/Y J/M/A) From - De: 04/04/2016 To - À: 23/01/2019	Order No. N° de la demande 2016002775
Vendor No. - N° du fournisseur 173180	Tel. No - N° du Tél. 613-276-0149	Fax. No. - N° de télécop. 613-786-9911	Tel. No - N° du Tél.* 343-291-5666	Fax. No. - N° de télécop.	Amendment Date/ Time Date de la modification/ Temps 29/03/2016 07:27:16	Previous Value - Valeur précédente	Order date Date de la demande (D/M/Y J/M/A) 23/03/2016
					Inc./Dec. - Aug./Dim.	Revised value - Montant révisé	Date required Demandé pour le (D/M/Y J/M/A)

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	-ITSSC, @ASAL3&040416 +310317 Delivery date 31/03/2017 (D/M/Y - J/M/Y)  Configuration Team  Resource Category: ITSSC - Application Software Architect Level 3 Resource Name: Contract Period: April 4, 2016 to January 23, 2019  Project Authority: John Valle 343-291-6001  Cc: 191020050/I/O: 282080/Fund: 2001/PSSA: 81401	SU	1	167,520.00/1	167,520.00

Delivery Address - Adresse de livraison  Refer to Original Contract Référer au contrat original	Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à vendors-fournisseurs@cbsa-asfc.gc.c National Invoice Reception Unit/ Unité nationale de réception de fac 2e étage 105 RUE MCGILL, #260-01 MONTRÉAL QC H2Y 2E7	FOB - FAB	Amount - Montant CAD 474,640.00
		Terms of payment - Modalités de paiement Net 30 days	T. taxes - T. taxes CAD 61,703.20 T.Amount - Montant T. CAD 536,343.20

Your proposal is accepted

to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition

de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Signed for the Commissioner by/Signé pour le Commissaire par:

Robert Penwarden  
Name (please print)/Nom (en lettres majuscules)

Senior Procurement Officer  
Position title/Titre du poste

Robert Penwarden  
Signature

March 29, 2016  
Date (D/M/Y - J/M/A)

000108





Amendment to Task Authorization  
Modification à la commande services

Order No.  
N° de la demande  
**2016002775**

Page  
**2 / 2**

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00020	*** Text changed ***  Service Line 10 Details: ITSSC, @ASAL3&040416+310317 167,520.00 -ITSSC, @ASAL3&010417+310318. Delivery date 31/03/2018 (D/M/Y - J/M/Y)	SU	1	167,520.00/1	167,520.00
00030	*** Description changed ***  Service Line 10 Details: ITSSC, @ASAL3&010417+310318 167,520.00 -ITSSC, @ASAL3&010418+230119 Delivery date 23/01/2019 (D/M/Y - J/M/Y)	SU	1	139,600.00/1	139,600.00
	*** Description changed ***  Service Line 10 Details: ITSSC, @ASAL3&010418+230119 139,600.00				



**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complète par le Responsable technique / Chargé du projet)

**A. General Information / Informations générales**

Contract Number / Numéro du contrat : 47060-136911/021/EL				
Contractor Name / Nom du Contracteur : Modis Canada Inc.				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2016002775	1000329813	191020050	Jun 13, 2017	Jun 20, 2017

**B. For Amendments Only / Aux fins de modification seulement**

Amendment No. / N° de la modification :	2
Reason for the Amendment / Raison pour la modification :	
Replacement of resource.	

**C. TA Requirements / Exigences relatives à l'AT**

Required Resource(s) / Ressource(s) requises(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Applications/Software Architect	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)
See Statement of work of original task authorization issued.

**Period of Services / Période de service:**


Initial Start Date / Date de début initiale :	Jun 13, 2017	Initial End Date / Date de fin initiale :	Jan 23, 2019
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :			N/A
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale			
Travel Requirement(s) / Exigence(s) de voyage :	N/A		
Work Location(s) / Lieu(x) de travail :	355 North River Road.		

**PART 2** (completed by the Contractor and/or the Technical/Project Authority) / **PARTIE 2** (complète par le Contracteur et/ou le Responsable technique / Chargé du projet)

**A. Contractor Resource(s) / Ressource(s) du Contracteur**

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Application/Software Architect	3	English / Anglais	Secret	227393	

#### B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div></div><div></div></div> Application/Software Architect	3	<div></div>	<div></div>	\$280,596.00
Estimated Cost / Coût estimatif				\$280,596.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$36,477.48
Total Estimated Cost / Coût total estimatif				\$317,073.48

#### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.


La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Penwarden June 13/17  
Name of Authorized Client / Nom du client autorisé Date  
Robert Penwarden  
Signature

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante  
\_\_\_\_\_  
Signature

#### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Michel Poffe VP  
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur Modis Canada Inc

 June 14<sup>th</sup> 2017  
Signature Date





**Canada Border Services Agency**

**Agence des services frontaliers du Canada**

**Task Authorization commande services**

Page

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To: - A :  
**Modis Canada Inc.**  
**155 QUEEN ST.**  
**OTTAWA ON K1P 6L1**

Contact - Personne-ressource

**Stephen Colterman**  
**CBSA/ASFC**  
**Contracting and Materiel Managem**  
**Place Vanier, Tower B**  
**355 NORTH RIVER RD**  
**OTTAWA ON K1A 0L8**

Standing offer No. - N° d'offre permanente  
**47060T6911**

Validity Period - Période de validité (D/M/Y J/M/A)  
From - De: **04/04/2016**  
To - À: **23/01/2019**

Order No.  
N° de la demande  
**2016002775**

Amendment Date/ Time  
Date de la modification/ Temps

Previous Value - Valeur précédente

Order date  
Date de la demande (D/M/Y J/M/A)  
**23/03/2016**

Vendor No. -  
N° du fournisseur  
**173180**

Tel. No - N° du Tél.  
**613-276-0149**

Fax. No. - N° de télécop.  
**613-786-9911**

Tel. No - N° du Tél.\*  
**343-291-5666**

Fax. No. - N° de télécop.

Inc./Dec. - Aug./Dim.

Revised value - Montant révisé

Date required  
Demandé pour le (D/M/Y J/M/A)

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	<p><b>-ITSSC, @ASAL3&amp;040416+310317</b> Delivery date 31/03/2017 (D/M/Y - J/M/Y)</p> <p>Configuration Team</p> <p>Resource Category: ITSSC - Application Software Architect Level 3 Resource Name: <i>Sam</i> Contract Period: April 4, 2016 to <del>March</del> 23, 2019</p> <p>Project Authority: John Valle 343-291-6001</p> <p>Cc: 191020050//O: 282080/Fund: 2001/PSSA: 81401</p>	SU	1	167,520.00/1	167,520.00

Delivery Address - Adresse de livraison  
(/INVOICE SPECIFIED DIFFERENTLY ABOVE - SAUF INDICATION CONTRAIRE)

Invoicing address - Adresse de facturation  
Invoices - Original and two copies are to be made out and sent to  
Factures - Remplir et envoyer l'original et deux copies à

FOB - FAB

Amount - Montant  
CAD  
**474,640.00**

Terms of payment - Modalités de paiement  
Net 30 days

T. taxes - T. taxes  
CAD  
**61,703.20**

T.Amount - Montant T.  
CAD  
**536,343.20**

**Canada Border Services Agency**  
**ATTN: John Valle**  
**North River Road, Tower A, 17th Floor**  
**Ottawa, ON**  
**K1A 0L8**

**vendors-fournisseurs@cbsa-asfc.gc.c**  
**National Invoice Reception Unit/**  
**Unité nationale de réception de fac**  
**2e étage**  
**105 RUE MCGILL, #260-01**  
**MONTREAL QC H2Y 2E7**

Signed for the Commissioner by/Signé pour le Commissaire par:

**Your proposal is accepted**

to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

**Nous acceptons votre proposition**

de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

*Robert Penwarden*  
Name (please print)/Nom (en lettres majuscules)

*Senior Procurement Officer*  
Position title/Titre du poste

*Robert Penwarden*  
Signature

*March 23<sup>rd</sup>, 2016*  
Date (D/M/Y - J/M/A)





Task Authorization  
commande services

Order No.  
N° de la demande  
**2016002775**

Page  
**2 / 2**

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00020	<p><b>Service Line 10 Details:</b> ITSSC, @ASAL3&amp;040416+310317 167,520.00</p> <p>-ITSSC, @ASAL3&amp;010417+310318 Delivery date 31/03/2018 (D/M/Y - J/M/Y)</p>	SU	1	167,520.00/1	167,520.00
00030	<p><b>Service Line 10 Details:</b> ITSSC, @ASAL3&amp;010417+310318 167,520.00</p> <p>-ITSSC, @ASAL3&amp;010418+310119 Delivery date 23/01/2019 (D/M/Y - J/M/Y)</p> <p><b>Service Line 10 Details:</b> ITSSC, @ASAL3&amp;010418+310119 139,600.00</p>	SU	1	139,600.00/1	139,600.00





## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complétée par le responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat :	47060-136911/021/EL			
Contractor Name / Nom du Contracteur :	Modis <i>Canada Inc</i>			
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2017000503	1000330783	192040060	Apr 12, 2017	Apr 13, 2017

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :	1
Reason for the Amendment / Raison pour la modification :	
The purpose of the amendment 1 is to replace the current resource Lei Liu by Brian Jennings, as Lei Liu has giving her notice.	

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profil linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Application/Software Architect	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Please refer to the Statement of Work (SOW) attached as Annex A with the original TA 2017000503.

### Period of Services / Période de service:

Initial Start Date / Date de début initiale :	Jun 13, 2016	Initial End Date / Date de fin initiale :	May 31, 2018
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :			
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale			
Travel Requirement(s) / Exigence(s) de voyage :	N/A		
Work Location(s) / Lieu(x) de travail :	NCR - 333 North river Road		

**PART 2** (completed by the Contractor and/or the Technical/Project Authority) / **PARTIE 2** (complétée par le Contracteur et/ou le Responsable technique / Chargé du projet)

### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
Brian Jennings	Application/Software Architect	3	English / Anglais	Secret	95042962	<div><div></div><div></div></div>

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
+	Application/Software Architect -	3			\$127,315.20
-	Application/Software Architect -	3			\$179,804.80
Estimated Cost / Coût estimatif					\$307,120.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$39,925.60
Total Estimated Cost / Coût total estimatif					\$347,045.60

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Eija Laxen 11 Apr 17  
Name of Authorized Client / Nom du client autorisé Date  
Eija Laxen  
Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/HST) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

N/A  
Name of Contracting Authority / Nom de l'autorité contractante Date  
  
Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Michel Parfette VP  
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur  
[Signature]  
Signature  
April 12 2017  
Date





Ministère des  
Affaires étrangères  
Canada

Ministère des  
Affaires étrangères  
Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

<b>A. General Information / Informations générales</b>				
Contract Number / Numéro du contrat : 47060-136911/021/EL				
Contractor Name / Nom du Contracteur : Modis				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2017000303	1000330783	192040060	JUNE 10, 2016	JUNE 13, 2016

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :
Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)				
Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Application/Software Architect	3		English / Anglais	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)				
See attached Statement of Work at Annex A.				
Period of Services / Période de service:				
Initial Start Date / Date de début initiale :		Initial End Date / Date de fin initiale :		
Jun 15, 2016		May 31, 2016		
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :				
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale				
Travel Requirement(s) / Exigence(s) de voyage :		N/A		
Work Location(s) / Lieu(x) de travail :		NCR - 333 North River Road		

## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

<b>A. Contractor Resource(s) / Ressource(s) du Contracteur</b>
<small>Information approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous l'autorisation AT</small>



## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSCG	
	Application/Software Architect	3	English / Anglais	Secret	95308324	+

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
4	Application/Software Architect	3			\$307,120.00
Estimated Cost / Coût estimatif					\$307,120.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$39,925.60
Total Estimated Cost / Coût total estimatif					\$347,045.60

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSCG atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSCG pour autorisation.

Erin L. Lensee  
Name of Authorized Client / Nom du client autorisé  
Date: 3 June 16

N/A  
Name of Contracting Authority / Nom de l'autorité contractante  
Date:  
Signature:

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

  
Name of Contractor / Nom et titre du contracteur

Signature: June 10<sup>th</sup> 2016



## Annex A – Statement of Work (SOW)

### BACKGROUND

One of the mandates of the Canada Border Services Agency (CBSA) is to facilitate commercial trade while keeping the borders of Canada secure. The goal of the eManifest initiative is to contribute in fulfilling this mandate.

eManifest is the third phase of the Advance Commercial Information (ACI) program. ACI Phases 1 and 2 required air and marine carriers to submit pre-arrival cargo and conveyance information electronically. Phase 3 extends this requirement to all modes of transportation. With eManifest, it will be mandatory that electronic data be sent to the CBSA prior to the arrival of goods at the border enhancing the CBSA's overall ability to identify and interdict potentially high-risk shipments while expediting the processing of low risk shipments.

In order to implement eManifest, the CBSA is building various systems including the Risk Assessment Program Maintenance (RAPM) system.

The development environment consists of Websphere, JAVA, Java Enterprise Edition (EE), Enterprise JavaBeans (EJB), JavaServer Faces (JSF), JavaScript, Hypertext Markup Language (HTML), Extensible Markup Language (XML) and SQL.

The evolving architecture must support:

- Cross platforms integration;
- Web services;
- Application components include Web, Java;
- OS390 / Zos platform;
- DB2, IDMS DBMS's;
- Various external connectivity models;
- Scalability;
- Messaging technologies (MQ and JMS) are used internally.

### SCOPE OF WORK

CBSA requires one (1) Application Software Architect (Level 3) for a period of two years from the date of contract.

### TASKS

The Application Software Architect - level 3, responsibilities include, but are not limited to, the following tasks:

- Develop technical frameworks and strategies for eManifest Risk Assessment to meet the business and application requirements.
- Ensures the integration of all aspects of technology solutions.
- Analyze functional requirements to identify information, procedures and decision flows.
- Mentors and assists in engineering a solution based on non-functional requirements (e.g. reliability, performance, usability, enhanced portability, high volumes).
- Evaluate existing procedures and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary.



- Define and document interfaces of manual to automated operations within application sub-systems, to external systems and between new and existing systems.
- Define input and output sources, including detailed plan for technical design phase, and obtain approval of the system proposal.
- Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc. while conforming to the CBSA's standards and guidelines.
- Analyse and evaluate application changes based on alternative technology solution to meet business needs.
- Analyze and impact potential future CBSA commercial initiatives
- Provide advice, recommendations, and mentoring to management and staff.
- Develop and present briefings/presentations to business clients, IT partners and senior management as required.
- Develop code based upon design and requirements documents.
- Unit test the code prior to releasing it for integration testing.
- Monitor the need for design changes as the project progresses.
- Ensure functionalities have been implemented according to specifications.
- Define assumptions and constraints of architecture with regard to physical structure and data collection.
- Develop post-implementation plan for monitoring/tracking design stability.
- Performs and coordinates impact analysis of technology changes.
- Assists in class analysis and component design.
- Assists in determining and documenting programming guidelines and standards.
- Advises project leader/manager on planning and controlling of object oriented projects using an iterative incremental development approach.
- Supports CBSA Staff in all aspects of software design and construction.
- Provides recommendations on enhancing application performance.
- Produces documentation for design and component development.
- Participate in the reviews (design and coding) and support of detailed level design and system use cases.

#### DELIVERABLES

The deliverables in support of the CBSA eManifest risk assessment systems include (but are not limited to) and the nomenclature may change as we transition to the new Service Lifecycle Management Framework (SLMF):

- Integrated software solutions.
- CBSA eManifest systems multi-year development and deployment plan.
- Application Architecture (end state and interim states) within the scope of the various CBSA eManifest projects/initiatives.
- Development Strategy.
- Preliminary Options Analysis (POA).
- Impact Assessments based on business and/or technology changes (as required, including with regards to impacting Change Requests).
- Deliverables associated with the Pre-Initiation or Feasibility & Planning Phases:
  - Indicative cost estimates related to system development efforts



- Risk & issues related to system development efforts
- Deliverables associated with the Analysis & Design Phase:
  - Detailed task definition
  - System functional models
  - Logical system designs
  - Impact assessments
  - Risks and risk mitigation strategies
- Record of decisions and discussion (RODD) resulting from Joint Application Development (JAD) sessions.
- Presentations and/or briefings (as required).
- Project Status Reports.

The Application Software Architect will be required to work as part of the eManifest RAPM development team and work with various IT disciplines involved in the project. The resource will work towards the eManifest Deployment 4 and Deployment 5 Initiatives and will be involved in all aspects of the development life cycle.

The resource will be analysing, designing, implementing and working with various technologies as part of the following releases:

Summer 2016 release:

- eManifest Deployment 4B

Spring 2017 release:

- eManifest Deployment 5A

Additional 2017 Release

- eManifest Deployment 5B

Maintenance releases -- dates TBD

Format: All documentation deliverables will be provided electronically in Microsoft Office Suite. No vendor marking or insignia is to appear on any of the deliverables.

#### CONSTRAINTS

#### REPORTING REQUIREMENT

The resources provided by the Contractor must prepare monthly status reports of the work performed. As a minimum, each monthly status report must document the following information:

1. Monthly time sheets: Showing the hours worked on a daily basis and in a form to be determined by the Project Authority.
2. Significant Accomplishments: Showing all activities completed during the previous period.
3. Planned Accomplishments: Showing all activities planned for the next period.
4. Unplanned Activities: Showing all activities completed which were not planned for the period.
5. Risks, Issues and Mitigation: Identifying all risks and issues, with probability of occurrence, impact, and measures applied to mitigate the risks.



The eManifest project is subject to time and scheduling restrictions being on a tight development schedule and it will be developed and deployed in multiple phases which are expected to occur over the next 2 years.

The resource is expected to work thirty-seven decimal five (37.5) hours per week, 7.5 consecutive hours per day between the hours of 7:00 a.m. and 5:00 p.m. The normal work week shall be Monday to Friday inclusive.

#### **TECHNICAL ENVIRONMENT**

The resources provided by the Contractor must be competent to perform the responsibilities of an Application Software Architect, level 3, in respect of the following software which is included in CBSA's technical environment:

- JAVA (J2EE)
- XML
- Spring framework
- Spring Security
- JSF
- HTML
- MQ-Series
- SQL
- JavaScript
- IBM Websphere
- Hibernate framework
- PrimeFaces framework

#### **LANGUAGE OF WORK**

The language requirement for this contract is English. The Contractor personnel must be fluent in English. Fluent means that the proposed resources must be able to communicate orally and in writing without any assistance and with minimal errors in English.

#### **LOCATION OF WORK**

All work associated with the contract will be performed in the National Capital Region (NCR), on CBSA premises. The main location of work is 333 N River Road.





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** / **Partie 1** : Information générale / Informations générales / **PARTIE 1** : Informations générales / Informations générales / Charge du projet

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/021

Contractor Name / Nom du Contracteur : Modis

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

1000344918

Commitment No. / N° de  
l'engagement :

2019002761

Financial Coding / Code  
financier :

Date of Issuance / Date  
d'émission :

Feb 15, 2019

Response required by /  
Réponse requise par :

Feb 18, 2019

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
System Analyst Cobold	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

## Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Mar 4, 2019

Initial End Date / Date de fin initiale :

Jan 22, 2021

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

None

Work Location(s) / Lieu(x) de travail :

HQ

**PART 2** / **Partie 2** : Information sur le fournisseur / Informations sur le fournisseur / **PARTIE 2** : Informations sur le fournisseur / Informations sur le fournisseur / Charge du projet

## A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	System Analyst Cobold	3	English / Anglais	Secret	

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div></div>	System Analyst Cobold	3			\$244,800.00
<div><div>-</div></div>					
Estimated Cost / Coût estimatif					\$244,800.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$31,824.00
Total Estimated Cost / Coût total estimatif					\$276,624.00

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Robert Penwarden  
Name of Authorized Client / Nom du client autorisé  
Robert Penwarden  
Signature

Feb 15/19  
Date

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Daniel Butler  
Name of Contracting Authority / Nom de l'autorité contractante  
Daniel Butler  
Signature

Feb 18, 2019  
Date

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical Project Authority) / **PARTIE 1** (complétée par le Responsable technique / Chargé du projet)

## A. General Information / Informations générales

Contract Number / Numéro du contrat :	47060-136911 021 EL A003			
Contractor Name / Nom du Contracteur :	Modis Canada Inc. 20190003059			
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
1000345008	2019002690 20190003059	C00057-21-01	Feb 8, 2019	Feb 13, 2019

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :	
Reason for the Amendment / Raison pour la modification :	

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
System Analyst	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Work is to be Performed in accordance with Annex A (The Statement of Work)

## Period of Services / Période de service:

Initial Start Date / Date de début initiale :	May 1, 2019	Initial End Date / Date de fin initiale :	Apr 30, 2021
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :			
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale			

Travel Requirement(s) / Exigence(s) de voyage :	n/a
Work Location(s) / Lieu(x) de travail :	Within National Capital Region on CB5A premises

**PART 2** (completed by the Contractor and/or the Technical Project Authority) / **PARTIE 2** (complétée par le Contracteur et/ou le Responsable technique / Chargé du projet)

## A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Note: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	System Analyst-Stream 7	3	English / Anglais	Secret	

## B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	Technology Archltect- Stream 7	3			\$356,636.00
Estimated Cost / Coût estimatif					\$356,636.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$46,362.68
Total Estimated Cost / Coût total estimatif					\$402,998.68

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/HST) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Michel Pénard  
Name of Authorized Client / Nom du client autorisé Date FEB 08 2019

Signature

Name of Contracting Authority / Nom de l'autorité contractante Date

Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Pat Donnigan VP  
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date





Public Works and Government Services  
Canada

Travaux publics et Services  
gouvernementaux Canada

**Purchasing Office - Bureau des achats:**  
Informatics Professional Services - EL  
Division/Services professionnels en informatique  
- division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

## CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

### Vendor/Firm Name and Address

Raison sociale et adresse du  
fournisseur/de l'entrepreneur  
123861098PG0001  
Veritaaq Technology House Inc.  
2327 St. Laurent Blvd.  
Suite 100  
Ottawa  
Ontario  
K1G4J8  
Canada

<b>Title - Sujet</b> IT SERVICES SUPPLY CHAIN PROJECT	
<b>Contract No. - N° du contrat</b> 47060-136911/022/EL	<b>Date</b> 2015-01-23
<b>Client Reference No. - N° de référence du client</b> 47060-136911	
<b>Requisition No. - N° de la demande</b> 47060-136911	
<b>File No. - N° de dossier</b> 615el.47060-136911	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Financial Code(s) Code(s) financier(s)</b> 194020000, 610666, 2001, 81401 HST	<b>GST/HST TPS/TVH</b> <input type="checkbox"/> <input type="checkbox"/>
<b>F.O.B. - F.A.B.</b> Destination	
<b>GST/HST - TPS/TVH</b> Included - Inclus	<b>Duty - Droits</b> See Herein - Voir ci-inclus
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canada Border Services Agency (CBSA) 355 North River Road Tower B, 17th Floor Ottawa, ON, K1A 0L8	
<b>Invoices - Original and two copies to be sent to:</b> <b>Factures - Envoyer l'original et deux copies à:</b> vendors-fournisseurs@cbsa-asfc.gc.ca	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Ghaddab, Nabil	
<b>Buyer Id - Id de l'acheteur</b> 615el	
<b>Telephone No. - N° de téléphone</b> (819) 956-5419 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Total Estimated Cost - Coût total estimatif</b> \$6,652,025.87	<b>Currency Type - Devise</b> CAD
<b>For the Minister - Pour le Ministre</b> 	



**Purchasing Office - Bureau des achats:**  
Informatics Professional Services - EL  
Division/Services professionnels en informatique  
- division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

## CONTRACT - CONTRAT

**Your proposal is accepted** to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

**Nous acceptons votre proposition** de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

### Comments - Commentaires

### Vendor/Firm Name and Address

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**  
123861098PG0001  
Veritaaq Technology House Inc.  
2327 St. Laurent Blvd.  
Suite 100  
Ottawa  
Ontario  
K1G4J8  
Canada

<b>Title - Sujet</b> IT SERVICES SUPPLY CHAIN PROJECT	
<b>Contract No. - N° du contrat</b> 47060-136911/022/EL	<b>Date</b> 2015-01-23
<b>Client Reference No. - N° de référence du client</b> 47060-136911	
<b>Requisition No. - N° de la demande</b> 47060-136911	
<b>File No. - N° de dossier</b> 615el.47060-136911	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Financial Code(s)</b> <b>Code(s) financier(s)</b> 194020000, 610666, 2001, 81401 HST	
<b>GST/HST TPS/TVH</b> <input type="checkbox"/> <input type="checkbox"/>	
<b>F.O.B. - F.A.B.</b> Destination	
<b>GST/HST - TPS/TVH</b> Included - Inclus	<b>Duty - Droits</b> See Herein - Voir ci-inclus
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canada Border Services Agency (CBSA) 355 North River Road Tower B, 17th Floor Ottawa, ON, K1A 0L8	
<b>Invoices - Original and two copies to be sent to:</b> <b>Factures - Envoyer l'original et deux copies à:</b> vendors-fournisseurs@cbsa-asfc.gc.ca	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Ghaddab, Nabil	
<b>Buyer Id - Id de l'acheteur</b> 615el	
<b>Telephone No. - N° de téléphone</b> (819) 956-5419 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Total Estimated Cost - Coût total estimatif</b> \$6,652,025.87	<b>Currency Type - Devise</b> CAD
<b>For the Minister - Pour le Ministre</b>	



Contract No. - N° du contrat  
47060-136911/022/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
47060-136911

File No. - N° du dossier  
615el47060-136911

CCC No./N° CCC - FMS No./N° VME

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**CONTRACT AGAINST A SUPPLY ARRANGEMENT FOR TASK BASED  
INFORMATICS PROFESSIONAL SERVICES (TBIPS)  
VARIOUS INFORMATICS PROFESSIONAL SERVICES CATEGORIES  
AND LEVELS  
FOR  
CANADA BORDER SERVICES AGENCY (CBSA)**

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**List of Annexes to the Resulting Contract:**

- Annex A Basis of Payment
- Annex B Statement of Work (SOW)
  - Appendix A to Annex B - Tasking Procedures
  - Appendix B to Annex B - Task Authorization (TA) Form
  - Appendix C to Annex B - Resource Assessment Criteria and Response Tables
  - Appendix D to Annex B - Certifications at the TA stage
- Annex C Security Requirements Check List



Contract No. - N° du contrat  
 47060-136911/022/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
 47060-136911

File No. - N° du dossier  
 615el47060-136911

CCC No./N° CCC - FMS No./N° VME

## CONTRACT CLAUSES

### 1. Requirement

- (a) Veritaaq Technology House Inc. (the "**Contractor**") agrees to supply to the Client with the Services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services, as and when requested by Canada to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) **Client:** Under the Contract, the "**Client**" is the Canada Border Services Agency (CBSA).
- (c) **Reorganization of Client:** The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms:** Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract.

### 2. Task Authorization

- (a) **As-and-when-requested Task Authorizations:** The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.
- (b) **Allocation of Task Authorizations:** More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
  - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure in respect of Task Authorizations based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
  - (ii) Canada will use a rotational method to allocate the Task Authorizations, where the rotation is based on the amount of funding remaining under each of the respective contracts.
  - (iii) Canada will send the first draft Task Authorization to the contractor with the greatest value of funding under its contract. If more than one contractor has the same value, it will be assigned to the contractor ranked first as determined under the evaluation process in the bid solicitation that resulted in the award of this series of contracts.



Contract No. - N° du contrat  
47060-136911/022/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
47060-136911

File No. - N° du dossier  
615el47060-136911

CCC No./N° CCC - FMS No./N° VME

- 
- (iv) The contractor sent a draft TA will have the time set out further below under the sub-paragraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
  - (v) If the contractor to whom the draft TA is first sent either fails to respond on time or confirms in writing that it refuses to perform the task, the draft TA will then be forwarded to the contractor with the next-greatest balance remaining of allocated funds.
  - (vi) The process of sending out a draft TA to the contractor with the greatest balance remaining of will continue until Canada either cancels the requirement for the task or it has been issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
  - (vii) Once the Task Authorization is issued, the value of that Task Authorization (and the value of any subsequent amendment increasing or decreasing the value) will be subtracted from the funding allocated to that contractor.
  - (viii) When the next requirement to perform a task is identified, it will be sent to the contractor with the greatest balance remaining of allocated funds. If more than one contractor has the greatest balance remaining of allocated funds (i.e., several contractors have equal amounts of allocated funds), the draft TA will be sent to the contractor among them that ranked highest under the bid solicitation evaluation process. If any contract in this series of contracts is amended to add funding for Task Authorizations, all the remaining contracts (i.e., all contracts that have not previously been terminated) will be amended to add funding in amounts proportionate to the funding initially provided under each contract for Task Authorizations (e.g., if three contracts were awarded with \$2M, \$1M and \$750,000 in funding for Task Authorizations respectively, and \$200,000 is added to the first contract, then \$100,000 will be added to the second contract and \$75,000 will be added to the third).
- (c) **Process of Issuing a TA:** The processes for issuing, responding to, assessing and approving Task Authorizations are stated in Appendices A, B, C and D of Annex B.
  - (d) **Authority to Issue a TA:** Any TA with a value less than or equal to \$1,200,000.00 (including GST/HST) may be issued by the Technical Authority. Any TA with a value greater than this amount must be issued directly by the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Technical Authority's authority to issue TAs at any time.
  - (e) **Charges for Work under a TA:** The Contractor must not charge Canada anything more than the price set out in the Task Authorization unless Canada has issued a TA amendment authorizing the increased expenditure. Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before being incorporated into the Work.
  - (f) **Consolidation of TAs for Administrative Purposes:** The Contract may be amended from time to time to reflect all Task Authorizations issued and approved by the Contracting Authority to date, to document the Work performed under those TAs for administrative purposes.
  - (g) **Period of Services:** No Task Authorizations may be entered into after the expiry date of the Contract.
  - (h) **Periodic Usage Reports:**
    - (i) The Contractor must compile and maintain records on its provision of services to the federal government under authorized TAs issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed



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below. If any required information is not available, the Contractor must indicate the reason. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The Contractor must submit the periodic usage reports on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.

(ii) The quarterly periods are defined as follows:

- (A) April 1 to June 30;
- (B) July 1 to September 30;
- (C) October 1 to December 31; and
- (D) January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 20 calendar days after the end of the reporting period.

(iii) Each report must contain the following information for each validly issued TA (as amended):

- (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
- (B) a title or a brief description of the task;
- (C) the name and Category of Personnel of each resource involved in performing the TA, as applicable;
- (D) the total estimated cost specified in the TA (GST or HST extra);
- (E) the total amount (GST or HST extra) expended to date;
- (F) the start and completion date; and
- (G) the active status, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).

(iv) Each report must also contain the following cumulative information for all the validly issued TAs (as amended) :

- (A) the amount (GST or HST extra) specified in the contract (as last amended, if applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (B) the total amount, GST or HST extra, expended to date against all validly issued tasks.

(i) On a specific Task Authorization, Canada may include one or both of the following conditions in the TA form in Appendix B or Annex B at article 6, as well as other conditions specified as required by CBSA:

(1) In the performance of this Task Authorization the Contractor may have access to information and material which may result in placing it in a real or perceived conflict of interest or confer an unfair advantage upon it in respect of its participation in future solicitations. By providing a quotation, the Contractor acknowledges such participation may, at the sole discretion of the Crown, disqualify the Contractor, its affiliated entities, employees, agents or subcontractors from participating in such contracts or solicitations.



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(2) The Contractor must obtain from each proposed resource a completed and signed non-disclosure agreement, in the form below, and provide them with their quotation in order for it to be considered responsive.

#### Non-Disclosure Agreement

I, (name of proposed resource)\_\_\_\_\_, recognize that in the course of my work as an employee or subcontractor of (Name of Contractor)\_\_\_\_\_, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No 47060-136911 between Her Majesty the Queen in Right of Canada, represented by the Minister of Public Works and Government Services and Canada Border Services Agency, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract. I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: 47060-136911.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

#### (j) Additional Reporting Requirements

- (i) Reporting requirements will be stipulated within any issued TA, and may include, but are not limited to, any combination of the following:
  - (A) Timesheets or other related timekeeping reports;
  - (B) Invoicing;
  - (C) Written progress and/or status reports relating to the delivery of specific services and completion of assigned tasks; and
  - (D) Other related reporting.
- (ii) Copies of signed timesheets for all assigned resources indicating actual hours worked detailing the work done related to each element of the TA. CBSA will only accept costs for work actually performed, and in accordance with signed time sheets.
- (iii) The Contractor must provide other ad hoc written or oral status updates as requested from the Technical Authority in relation to any and all TAs.



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- (iv) It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. In addition, the Contractor must immediately notify the Technical Authority of any issues, problems, or areas of concern in relation to any work completed under any resultant TA(s) as they arise.

### 3. Minimum Work Guarantee

- (a) In this clause,
- (i) "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract (excluding GST/HST); and
  - (ii) "**Minimum Contract Value**" means 1% of the Maximum Contract Value on the date the Contract is first issued.
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c) subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
- (i) for default;
  - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
  - (iii) for convenience within sixty business days of Contract award.

### 4. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

- (a) **General Conditions:**
- (i) 2035 (2012-11-19), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.
- (b) **Supplemental General Conditions:**
- The following Supplemental General Conditions:
- (i) 4002 (2010-08-16), Supplemental General Conditions - Software Development or Modification Services;
  - (ii) 4006 (2010-08-16), Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information;



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## 5. Security Requirement

All Contractor personnel proposed in response to a Task Authorization Form will be assessed for Reliability Status by CBSA in accordance with the procedures in Appendix A of Annex B.

The following Security Requirement (SRCL and related clausung), as set out under Annex "A" to Part B to the Supply Arrangement also applies to the Contract.

- (a) The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- (b) The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, CONFIDENTIAL or SECRET as required, granted or approved by CISD/PWGSC.
- (c) The Contractor MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
- (d) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CIISD/PWGSC.
- (e) The Contractor must comply with the provisions of the:
  - (i) Security Requirements Check List EN578-055605/B, described in Annex C;
  - (ii) *Industrial Security Manual* (Latest Edition).

## 6. Contract Period

- (a) **Contract Period:** The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
  - (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends on January 23, 2017; and
  - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**
  - (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to five additional one-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
  - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

## 7. Authorities

- (a) **Contracting Authority**



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The Contracting Authority for the Contract is:

Name: Nabil Ghaddab  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Informatics and Telecommunications Systems Procurement Directorate  
Address: 11 Laurier St., Gatineau, Québec  
Telephone: 819-956-5419  
E-mail address: [nabil.ghaddab@tpsgc-pwgsc.gc.ca](mailto:nabil.ghaddab@tpsgc-pwgsc.gc.ca)

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) **Technical Authority**

The Technical Authority for the Contract is:

Name: Rachelle McGregor  
Title: Acting Team Leader, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Telephone: 343-291-5668  
Email: [Rachelle.McGregor@cbsa-asfc.gc.ca](mailto:Rachelle.McGregor@cbsa-asfc.gc.ca)

In her absence, the Technical Authority is one of the following:

Name: Kevin Hailemariam  
Title: Senior Procurement Officer, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Telephone: 343-291-5721  
Email: [Kevin.Hailemariam@cbsa-asfc.gc.ca](mailto:Kevin.Hailemariam@cbsa-asfc.gc.ca)

Name: Val Wawrzynczak  
Title: Acting Manager, Contracting and Procurement  
Title: Senior Procurement Officer, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Email: [Val.Wawrzynczak@cbsa-asfc.gc.ca](mailto:Val.Wawrzynczak@cbsa-asfc.gc.ca)

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority. By notice from the Contracting Authority, a temporary Technical Authority may be designated in the Contract.

(c) **Contractor's Representative**

Name:



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Title: Director of Sales  
 Organization: Veritaaq Tehcnology House Inc.  
 Address: 2327 St. Laurent Blvd Suite 100 Ottawa ON K1G 4J8  
 Telephone: 613-736-6120  
 Facsimile: 613-736-6123  
 E-mail address: [proposals@veritaaq.ca](mailto:proposals@veritaaq.ca)

## 8. Payment

### (a) Basis of Payment

- (i) **Professional Services provided under a Task Authorization with a Maximum Price:** For Services requested by Canada (including work outside the Standard Workday and On-Call work), in accordance with an approved Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked plus any applicable minimum On-Call Charge and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex A, Basis of Payment, GST/HST extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) Where this Contract includes requirements for which there are no separate line items in Annex A Basis of Payment, the prices for those requirements are included in the per diem rates payable under the TA or TAs related to such work.
- (iii) **Pre-Authorized Travel and Living Expenses:** Canada will not pay any travel or living expenses associated with performing the Work.
- (iv) **Competitive Award:** The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (v) **Professional Services Rates:** In Canada's experience, Bidders from time to time propose rates at the time of bidding for one or more categories of resources that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses, or is unable, to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measures Policy (or equivalent) then in effect, which measures may include prohibiting the Contractor from bidding on future requirements that include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment for the Contractor from bidding on future requirements.
- (vi) **Purpose of Estimates:** All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase goods or services in these amounts. Any commitment to purchase specific amounts or values of goods or services are described elsewhere in the Contract.



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**(b) Limitation of Expenditure**

- (i) Canada's total liability to the Contractor under the Contract must not exceed the amount set out on page 1 of the Contract, less any applicable GST or HST. With respect to the amount set out on page 1 of the Contract, Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is included, if applicable. Any commitments to purchase specific amounts or values of goods or services are described elsewhere in the Contract.
- (ii) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum when:
  - (A) it is 75 percent committed, or
  - (B) 4 months before the Contract expiry date, or
  - (C) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
 whichever comes first.
- (iii) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.

**(c) Method of Payment for Firm Per Diem Rate Task Authorizations with a Maximum Price:**

For each Task Authorization issued under the Contract that contains a maximum price:

- (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
- (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.

**(d) Time Verification**

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

**(e) Payment Credits**

- (i) If the Contractor does not provide a required resource that has all the required qualifications within the time prescribed by the Contract, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5 hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.



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- (ii) **Corrective Measures:** If credits are payable under this Article for two consecutive months or for three months in any 12-month period, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
  - (iii) **Termination for Failure to Meet This Availability Level:** In addition to any other rights it has under the Contract, Canada may terminate the Contract for default, in accordance with the General Conditions, by giving the Contractor three months' written notice of its intent, if:
    - (A) the total amount of credits for any given monthly billing cycle reach a level of 10% of the total billing for that month; or
    - (B) the corrective measures required of the Contractor described above are not met.
  - (iv) **Credits Apply during Entire Contract Period:** The Parties agree that the credits apply throughout the Contract Period, including during implementation.
  - (v) **Credits represent Liquidated Damages:** The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.
  - (vi) **Canada's Right to Obtain Payment:** The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.
  - (vii) **Canada's Rights & Remedies not Limited:** The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
  - (viii) **Audit Rights:** The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.
  - (f) **No Responsibility to Pay for Work not performed due to Closure of Government Offices**
    - (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is



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performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.

- (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises.

## 9. Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision.
- (c) By submitting invoices the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original of each invoice to the Technical Authority, and a copy to the Contracting Authority.

## 10. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract or TA and subject to verification by Canada during the entire Contract Period. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, under the default provision of the Contract, to terminate the Contract for default.

## 11. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

## 12. Copyright in Material

- (a) In this section, "Material" means anything that is created by the Contractor as part of the Work under the Contract, that is required by the Contract to be delivered to Canada and in which copyright subsists, excluding any computer software code and all documentation manuals or guides intended to assist end users or technicians in respect of that codes. "Material" does not include anything by the Contractor before the date of the Contract.
- (b) Copyright in the Material belongs to Canada and the Contractor must include the copyright symbol and either of the following notice on the Material: © Her Majesty the Queen in right of Canada (year) or © Sa majesté la Reine du chef du Canada (année).
- (c) The Contractor must not use, copy, divulge or publish any Material except as is necessary to perform the Contract. The Contractor must execute any conveyance and other documents relating to copyright in the Material as Canada may require.
- (d) The Contractor must provide at the request of Canada a written permanent waiver of moral rights, in a form acceptable to Canada, from every author that contributed to the Material. If the



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Contractor is the author of the Material, the Contractor permanently waives its moral rights in the Material.

### 13. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) supplemental general conditions 4002 (2010-08-16);
- (c) supplemental general conditions 4006 (2010-08-16);
- (d) General Conditions 2035 (2012-11-19), Higher Complexity - Services;
- (e) Annex B, Statement of Work (SOW) including its appendices in the order they appear;
- (f) Annex A, Basis of Payment;
- (g) Annex C, Security Requirements Check List;
- (h) the signed Task Authorizations including required Certifications;
- (i) Supply Arrangement Number EN578-055605/348/EL (the "Supply Arrangement"); and
- (j) The Contractor's bid dated March 08, 2013.

### 14. Foreign Nationals (Canadian Contractor)

- (a) SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

### 15. Insurance Requirements

- (a) It shall be the sole responsibility of the Contractor to decide whether or not any additional insurance coverage is necessary for its own protection or to fulfil its obligations under the Contract. Any such insurance shall be provided and maintained by the Contractor at its own expense.
- (b) The following insurance provisions shall not limit any insurance required by federal, provincial or municipal law.
- (c) The Contracting Authority may request at any time, evidence that the insurance requirements stipulated in the contract are met.
- (d) The evidence of insurance, if requested, is to be provided in the following manner:
  - (i) The Certificate(s) of insurance signed by the insurer's underwriter containing reasonable detail of the insurance coverage, exclusions, deductibles and conditions applying to such policies and confirming that the insurance is in force to meet these requirements; or
  - (ii) A certified true copy of the policy



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- 
- (e) **Commercial General Liability (CGL):** Commercial General Liability insurance will be effected by the Contractor and maintained in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but, in any case, for a limit of liability NOT LESS THAN \$2,000,000.00 per accident or occurrence and in the annual aggregate.
- (f) **CGL Endorsements:** The following endorsements must be incorporated into the conditions of the Contractor's Commercial General Liability insurance policy:
- (i) Additional Insured Endorsement: Canada is included as an additional insured, but only with respect to liabilities that may arise from the contractor's own negligence, in the performance of the contract.
  - (ii) Notice of Cancellation Endorsement: The Insurer agrees to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - (iii) Cross Liability Endorsement: Without increasing the limit of liability, the policy will protect all insured parties to the full extent of coverage provided. Further, the policy will apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - (iv) Joint and Several Liability Endorsement: The policy will respond to liability arising from negligence of the insured contractor, any Insured, or joint negligence of Insured parties.
  - (v) Contractual Liability Endorsement: The policy will, on a blanket basis or by specific reference to this contract, extend to assumed liabilities with respect to contractual insurance provisions.
  - (vi) Contingent Employer's Liability Endorsement: To protect the contractor for liabilities arising in the management and administration of statutory and contractual entitlements of their employees.
  - (vii) Voluntary Medical Payments, \$5,000 per person, \$25,000 per accident: To provide, without contestation, for expenses incurred in instances of minor accidental bodily injuries.
  - (viii) Products and Completed Operations Broad Form (24 months): While not limited to this, the endorsement should include service, assembly and repair activities as well as material, parts or equipment furnished in connection with the work performed by the Contractor or on it's behalf.
  - (ix) Independent Contractors Liability Endorsement (if any): Unless otherwise insured elsewhere, and evidence thereof is secured by the Contractor, all subcontractors are included as Insured by the policy.
  - (x) Non-Owned Automobile Endorsement: To protect the contractor for liabilities arising by their use of vehicles owned by other parties including Canada.
- (g) **Errors and Omissions insurance:** Errors and Omissions Liability insurance will be effected by the Contractor and maintained in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but, in any case, for a limit of liability NOT LESS THAN \$2,000,000.00 per loss and in the annual aggregate, inclusive of defence costs. If this is a claims made policy and the duration of the contract exceeds the policy term, in the event of cancellation or non-renewal of the policy, an Extended Claims Reporting Endorsement, minimum twelve (12) months, must be secured by the Contractor.
- (h) **Errors and Omissions Endorsements:** The following clauses must be incorporated into the conditions of the Contractor's Errors and Omissions Liability coverage:



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- (i) Notice of Cancellation Endorsement: The Insurer agrees to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

## 16. Limitation of Liability - Information Management/Information Technology

- (a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.
- (b) **First Party Liability:**
- (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
- (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
- (B) physical injury, including death.
- (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
- (iii) Each of the Parties is liable for all direct damages resulting from any breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of any unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
- (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
- (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor in any way relating to the Contract, including:
- (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
- (B) any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000,000.00.



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In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.

- (vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c) **Third Party Claims:**

- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- (ii) If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Sub-article (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

**17. Professional Services - General**

- (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- (b) If the Contractor fails to deliver any deliverable or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.
- (c) In General Conditions 2035, Article 08 is deleted and the following applies instead:
  - (i) If a specific individual is identified in the Contract to perform the Work, the Contractor must provide his or her services within ten working days of the issuance of the Contract or Task Authorization (whichever first contains instructions for that individual to



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commence Work) unless the Contractor is unable to do so due to the sickness, death, extended leave (including parental leave or disability leave), retirement, resignation or dismissal for cause of the individual.

- (ii) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, within five working days of the departure of an existing resource (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) the Contractor must provide to the Contracting Authority:

- (A) the name, qualifications and experience of a proposed replacement immediately available for work; and
- (B) proof that the proposed replacement has the required security clearance granted by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed the score obtained for the original resource.

- (iii) Where Canada becomes aware that an individual identified under the Contract to provide the services has not been provided or is not performing, the Contracting Authority may elect to:

- (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract for default, or
- (B) require the Contractor propose a replacement acceptable to Canada to be rated by the Technical Authority. The replacement must have qualifications and experience that meet or exceed the score obtained for the original resource.

- (iv) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a replacement stop performing the Work. In such a case, the Contractor must immediately comply with the order and secure a further replacement in accordance with subsection 2. The fact that the Contracting Authority does not order that a replacement stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

- (v) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

## 18. Safeguarding Electronic Media

- (a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

## 19. Representations and Warranties

The Contractor made statements regarding its and its own proposed resources' experience and expertise in its bid that resulted in the award of the Contract and issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in



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awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

## 20. Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

## 21. Contractor's Identification Protocol Responsibility

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as the Contractor Representatives) complies with the following self identification requirements:

- (a) Contractor Representatives who attend a Government of Canada meeting whether internal or external to Canada's offices must identify if an individual is not a permanent employee of the Contractor prior to the commencement of the meeting to ensure that each meeting participant is aware of the fact that the individual is not a Contractor permanent employee;
- (b) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (c) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- (d) If the Contractor is, in Canada's determination, in breach of any obligation stated in this Article, upon written notice from Canada, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
- (e) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

## 22. Transition Services at the end of Contract Period

The Contractor agrees that, in the period leading up to the end of the Contract Period and for up to three months afterwards, it will make all reasonable efforts to assist Canada in the transition from the Contract to a new contract with another supplier. The Contractor agrees that there will be no charge for these services.



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## 23. Termination for Convenience

With respect to Article 30 of General Conditions 2035, if applicable, or Article 32 of 2030, if applicable, subarticle 4 is deleted and replaced with the following subsections 4, 5 and 6:

4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.

5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of

(a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or

(b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.

6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

## 24. Handling of Personal Information

(a) The Contractor acknowledges that Canada is bound by the Privacy Act, R.S., 1985, c. P-21, with respect to the protection of personal information as defined in the Act and will comply with any requirement established by the Contracting Authority that is reasonably required to ensure that Canada meets its obligations under that Act. The Contractor must keep private and confidential any such personal information collected, created or handled by the Contractor under the Contract, and must not use, copy, disclose, dispose of or destroy such personal information except in accordance with this clause and the delivery provisions of the Contract.

(b) All such personal information is the property of Canada, and the Contractor has no right in or to that information. The Contractor must deliver to Canada all such personal information in whatever form, including all working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to the Contract, upon the completion or termination of the Contract, or at such earlier time as Canada may request. Upon delivery of the personal information to Canada, the Contractor will have no right to retain that information in any form and must ensure that no record of the personal information remains in the Contractor's possession.



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## ANNEX A

### BASIS OF PAYMENT

#### 1. Professional Services

In accordance with the contract, the Contractor will be paid the following firm all-inclusive per diem rates for work performed pursuant to this Contract, GST/HST extra.

#### STREAM 7

FOR THE INITIAL CONTRACT PERIOD (2 YEARS)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

FOR THE OPTION YEAR 1 (1 YEAR)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

FOR THE OPTION YEAR 2 (1 YEAR)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	



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### FOR THE OPTION YEAR 3 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

### FOR THE OPTION YEAR 4 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

### FOR THE OPTION YEAR 5 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	



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**ANNEX B**

**STATEMENT OF WORK**

**(See attached hereto)**



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## **ANNEX C**

### **SECURITY REQUIREMENTS CHECK LIST (SRCL)**

**(See attached hereto)**



## **ANNEX B - STATEMENT OF WORK**

### **1.0 TITLE**

- 1.1 Canada Border Services Agency (CBSA) – IT Services Supply Chain.

### **2.0 BACKGROUND**

- 2.1 CBSA is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

- 2.2 CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructure.

- 2.3 On February 4, 2011, the Prime Minister of Canada and the President of the United States issued a declaration called "Beyond the Border: A Shared Vision for Perimeter Security and Economic Competitiveness", also called the "Declaration". The Declaration established a new long-term partnership built upon a perimeter approach to security and economic competitiveness. This means working together, not just at the border, but also beyond the border to enhance our security and accelerate the legitimate flow of people, goods and services. Leaders called for the development of a joint action plan to realize this goal.
- 2.4 CBSA has a requirement for informatics professional support specialist services and the deliverables associated with them; such services (and Deliverables as listed in 6.0 below) taken together referred to as Services. The Services will support projects and program initiatives that relate to the Declaration including those listed at 5.0 below.



### 3.0 OBJECTIVE

- 3.1 The Contractor must provide the Services to support the CBSA's business and technology requirements under the CBSA mandate by ensuring that operational demands are maintained and internally available resources and skill sets are supplemented. Technical advancements are required to manage activities such as risk assessment and intelligence, trusted programs, port of entry operations, criminal investigations and immigration enforcement, trade and recourse. As a result, CBSA requires the Services for up to seven work streams at various levels to supplement internal capacity.
- 3.2 The Services are required to support the CBSA's strategic priorities, technology requirements and ensure forward momentum for effective border management. As a multi-disciplinary organization, technology changes have significant impacts on programs, projects and other operations. The Contractor must be equipped to provide technical expertise to support not only existing initiatives, but also future undertakings and transitions.

### 4.0 BUSINESS AND TECHNICAL ENVIRONMENT

#### 4.1 Business Environment

- 4.1.1 CBSA's regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday).
- 4.1.2 The Contractor must provide the Services within the Standard Workday of CBSA, as identified above, with the occasional requirement to provide Services outside the Standard Workday, as specified in any resultant Task Authorization (TA).
- 4.1.3 **Work Outside Standard Workday Hours**
  - (a) All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
  - (b) The Technical Authority will advise the Contractor as soon as possible of any overtime requirements. All overtime must be pre-approved by the Technical Authority.
  - (c) The per diem rates paid for work outside Standard Workday Hours will be the same as the per diem rates indicated in Annex A.
  - (d) Under some special circumstances, the Contractor's resources must be available (On-Call) to be called back to work, outside the Standard Workday, at the regular per diem rate, as established in the Contract.
  - (e) The Technical Authority will advise the Contractor as soon as possible of any On-Call requirements and their duration. All On-Call must be pre-approved by the Technical Authority.
  - (f) The per diem rates paid for actual hours of On-Call Work performed will be the same as the per diem rates indicated in Annex A. The Contractor will not be paid for the actual hours of the On-Call standby period (wait time), but will be paid an initial 3 hours minimum charge for On-Call Work approved by the Technical Authority.



## 4.2 Technical Environment

- 4.2.1 The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).
- 4.2.2 All Deliverables provided by the Contractor will become integrated within CBSA's technical and operational environment as specified by CBSA.
- 4.2.3 The technical environment at CBSA is comprised of several technologies including but not limited to:
- JAVA on IBM Z O/S, SUN Solaris Server, or Microsoft Server
  - COBOL on IBM Z O/S Mainframe
  - DB2 and Sybase RDBMS/ IBM DB2 on z/OS (version 8 or more), Sybase on RDMS
  - IBM Rational Software Architect
  - WebSphere
  - IBM Websphere Application Server on zOS (version 6 or more)
  - IBM Websphere Test Environment (version 6 or more)
  - IBM Websphere MQ on zOS (version 6 or more)
  - CVS NT
  - IBM Plugin for HTTP
  - HTTPS (SSL)
  - Wily Introscope
  - Oracle WebLogic
  - JAVA policy files
  - ACSII to EBCDIC (code pages)
  - CA Siteminder
  - CTG (CICS Transaction Gateway)
  - Microsoft C++
  - RESTFUL Web Services
  - Electronic Data Interchange (EDI) - MQ Series
  - SAP ECC 6.0
  - SAP Convergent Invoicing
  - SAP NetWeaver Portal
  - Financial Sector Collection and Disbursement
  - Public Sector Records Management
  - Public Sector Collection Disbursement (PSCD)
  - External Community Members
  - Debt Recovery Management
  - SAP Convergent Invoicing
  - Debt Recovery Management
  - Business Rule Framework (BRF) and SAP NetWeaver Business
  - Management SAP NetWeaver BRM for ABAP
  - Rules Financial Accounting (FI)
  - Controlling (CO)
  - Sales and Distribution (SD)
  - Smart Form
  - JavaScript
  - XML
  - Microsoft Office Suite
  - Professional ADOBE Acrobat



- Solution Manager
- CRM user (Marketing, Sales and Service, Interaction Centre Processing)
- Property Tax
- FSCM (Biller Direct, Dispute and Credit Management)
- TPOS – Taxpayer Online Services
- ERP 6.0 + current enhancement package
- Impromptu
- Oracle
- Visio
- PBWin
- Oracle CASE
- Rational Rose
- RUP
- IBM DB2
- ERWin Data Modelling tool
- Strong 2-factor security/authentication
- Microsoft TSP using Citrix extensions
- Smartcard hardware drivers
- Entrust migrations EDS (Entrust Desktop Security) and ESP (Entrust Service Provider)
- Latency
- Card migration, certificates
- Card usage using old and new software versions
- Authentication for application access
- Encryption and decryption functions
- ICA client
- Workstation “start” menu
- Virtual desktop
- Virtual environment
- Virtual serial channels
- Locally-connected devices and peripherals, including drivers
- CAPI stores and remote cache
- DNS and network routing
- Secure Remote Access
- Active Directory/Group Policy Object
- Oracle Solaris
- Microsoft PowerPoint, Visio, Word, Excel, Internet Explorer, Windows 2000 and XP, Microsoft Terminal Services Platform, Citrix Extensions
- HP Quick Test Professional.
- HP Quality Center
- US and UN API EDIFACT Message Formats that pertain to the Airline
- HTML
- IBM DB2
- J2EE
- Java
- MS Access
- MS SQL
- Message Queue (formerly MQ Series)
- Mobile Platform application Development.NET
- Netron/CAP



- PNR – Passenger Name Record formats that pertain to Airline Industry
- PowerBuilder Rational Rose
- RSA ( Rational Software Architect)
- XML
- WSAD (WebSphere Studio Application Development)
- MIL-STD-498
- Transaction Processing Systems
- Risk Assessment Systems
- Portal Systems
- Web Services

4.2.4 The future technical environment at CBSA may be comprised of the following additional technologies:

- a) Web Access Manager (WAM) and associated integrated technologies
- b) Java on UNIX with Servlets; Oracle Portal on UNIX with JSR168 compliant portlets
- c) COBOL on IBM Z O/S Mainframe
- d) Data Acquisition Custom off the Shelf (COTS) software products for such items as data translation and data quality
- e) Client Support COTS software products
- f) Various other COTS products such as Business Rules Engine, Integrated Voice Recognition and Transponder Technology.

## 5.0 SCOPE OF WORK

5.1 The Contractor must, on an "as and when requested" basis and as described in any fully executed TA form(s), provide the Services to CBSA's satisfaction. Resources may be called upon to satisfy any combination of the tasks identified in 5.3 below.

The Contractor's Services to support program initiatives and projects related to the Declaration will include technological support to sustain operational requirements, human resource management activities, corporate affairs, comptrollership activities, CBSA programs, and project development.

The Contractor must store all technical or research documentation gathered or produced during the provision of the Services in CBSA's repository.

5.2 Key program initiatives to be supported include but are not limited to eManifest, Beyond the Border, Postal Modernization, CBSA Assessment and Revenue Management (CARM), Refugee Reform, Accounts Receivable Ledger and OGD Single Window.

In addition to these specific program initiatives, program initiatives that may be related to the declaration include but are not limited to:

- ω Database and data administration and management
- ω Research and development for new computer hardware and software
- ω Release and change management for IT applications and infrastructure
- ω Client desktop support
- ω Production support
- ω Maintenance and system enhancement
- ω Application and system testing
- ω Computer science program initiatives



- ⌚ Business Intelligence program initiatives
- ⌚ Data warehouse program initiatives
- ⌚ Design and implementation of solutions
- ⌚ Systems integration, development, maintenance and implementation
- ⌚ E-business Integration and eportal Solutions
- ⌚ Enterprise, Business, Solutions, Information and Security Architecture
- ⌚ Information and Records Management
- ⌚ Quality Management
- ⌚ Infrastructure change and management
- ⌚ Configuration Management
- ⌚ Deployment and site management
- ⌚ LAN Services and secure Network development
- ⌚ Legacy Systems management
- ⌚ Managing and delivering projects
- ⌚ Capacity management
- ⌚ Just in time data transmission initiatives
- ⌚ System outage fixes
- ⌚ Enterprise-wide capability initiative

CBSA's projects which may support the Declaration include but are not limited to:



Single Window Initiative	Abbotsford-Huntingdon (AH)	Cornwall Relocated Temporary Port of Entry	Tariff and Risk Assessment for HST
Advance Passenger Information/Passage Name Record (API/PNR)	Manitoba Small Ports Project	National Targeting Implementation Program (NTIP)	Shift Planning
Emanifest	Pacific Highway	Data Centre Recovery (DCR)	Arming
Postal Modernization Initiative	Beaver Creek	IT-Prerequisites	CBSA Assessment and Revenue Management (CARM)
Temporary Resident Biometrics Project (TRBP)	Lacolle	Incident Management Reporting System (IMRS)	Beyond the Border
Refugee Reform	Rigaud	Correspondence Tracking	
Automated Border Clearance (ABC)	Prescott	Recourse Content Management System (RCMS)	
Secure Communications	Accounts Receivable Ledger (ARL)	Secure Systems Transition Project	
Trusted Travelers Kiosk Replacement	Doubling Up	Information Management Program	
Kingsgate	Job Hazard Analysis Three	Environmental Information Management System (EIMS)	

- 5.2 In supplying resources, the Contractor must supply:
- a) A single resource to work independently; or
  - b) A single resource as part of, or to lead, a team; or
  - c) A group of resources to act as a team; or
  - d) A group of resources to supplement a team; or
  - e) Multiple resources to act in any combination of the above.

### 5.3 Resource Categories and Tasks

**STREAM 1 – Project Architecture [Intentionally deleted]**

**STREAM 2 – SAP [Intentionally deleted]**

**STREAM 3 - Project Management [Intentionally deleted]**



**STREAM 4 – Network [Intentionally deleted]**

**STREAM 5 Business [Intentionally deleted]**

**STREAM 6 - Infrastructure [Intentionally deleted]**

**STREAM 7 – Common Services**

**5.3.9 The Application/Software Architect – Level 3 will be responsible for, but not be limited to, doing the following:**

- 5.3.9.1 Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements;
- 5.3.9.2 Identify the policies and requirements that drive out a particular solution;
- 5.3.9.3 Analyze and evaluate alternative technology solutions to meet business problems;
- 5.3.9.4 Ensures the integration of all aspects of technology solutions;
- 5.3.9.5 Analyze functional requirements to identify information, procedures and decision flows;
- 5.3.9.6 Evaluate existing procedures and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary;
- 5.3.9.7 Define and document interfaces of manual to automated operations within application sub-systems, to external systems and between new and existing systems;
- 5.3.9.8 Define input/output sources, including detailed plan for technical design phase, and obtain approval of the system proposal;
- 5.3.9.9 Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc.

**5.3.10 Programmer/Analyst – JAVA - Level 2 & 3 will be responsible for but not be limited to doing the following:**

- 5.3.10.1 Create and modify code and software;
- 5.3.10.2 Create and modify screens and reports;
- 5.3.10.3 Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications;
- 5.3.10.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 5.3.10.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 5.3.10.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications.

**5.3.11 Programmer/Analyst – COBOL - Level 3 will be responsible for but not be limited to doing the following:**

- 5.3.11.1 Create and modify code and software;



- 5.3.11.2 Create and modify screens and reports;
- 5.3.11.3 Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications;
- 5.3.11.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 5.3.11.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 5.3.11.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications;
- 5.3.11.7 Develop plans for and implement the migration of data from a COBOL/OS2 platform to a JAVA/OS2 and/or COTS application.

**5.3.12 The Systems Analyst - Generic– Level 2 will be responsible for, but not be limited to, doing the following:**

- 5.3.12.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.12.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.12.3 Translate business requirements into systems design and specifications;
- 5.3.12.4 Analyse and recommend alternatives and options for solutions;
- 5.3.12.5 Develop technical specifications for systems development, design and implementation;
- 5.3.12.6 Prepare briefings and presentations to technical and managerial audiences.

**5.3.13 The Systems Analyst - Generic– Level 3 will be responsible for, but not be limited to, doing the following:**

- 5.3.13.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.13.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.13.3 Translate business requirements into systems design and specifications;
- 5.3.13.4 Analyse and recommend alternatives and options for solutions;
- 5.3.13.5 Develop technical specifications for systems development, design and implementation;
- 5.3.13.6 Mentor and teach development teams, clients and co-workers;
- 5.3.13.7 Preparing, publishing and presenting briefings and presentations to technical and managerial audiences.

**5.3.14 The Systems Analyst - COBOL– Level 3 will be responsible for, but not be limited to, doing the following:**



- 5.3.14.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.14.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.14.3 Translate business requirements into systems design and specifications;
- 5.3.14.4 Analyse and recommend alternatives and options for solutions;
- 5.3.14.5 Develop technical specifications for systems development, design and implementation;
- 5.3.14.6 Mentor and teach development teams, clients and co-workers;
- 5.3.14.7 Preparing, publishing and presenting briefings and presentations to technical and managerial audiences;
- 5.3.14.8 Develop plans for and implement the migration of data from a COBOL/OS2 platform to a JAVA/OS2 and/or COTS application.

## 6.0 DELIVERABLES

- 6.1 Deliverables will be identified within TAs issued under the Contract as specified in Appendix A of Annex B, Article 1. The Contractor must ensure that all Deliverables submitted are in conformity with the instructions issued by the Technical Authority as specified in the TA. The scope of work attached to each TA will identify the particular deliverable(s), tasks, and other relevant areas of consideration, e.g. language of deliverables that are required to be implemented by the Contractor in the provision of Services.

- 6.1.1 Deliverables may include, but will not be limited to the following:

- Project plans;
- Analysis documents;
- Requirements studies;
- Use cases;
- Test plans and scripts;
- Architecture Variance;
- Business Context Models such as Business Use Case (BUC) Models;
- Preliminary Options Analysis (POA);
- Conceptual System Design (CSD);
- Technical Design Document (TDD);
- Consultation Documentation;
- Initial Project Plans (IPP) technical content;
- Development Strategy;
- Context Models;
- Usability Engagement Plan;
- Usability Value and Risk Assessment;
- Business User Model;
- Critical Success Factors;
- Documentation according to CBSA's set of best practices, standards and methodologies;
- Development of technical documentation and procedures;
- Complete analysis of current environments and recommendations for increasing and optimizing performance;



- Perform monitoring of query usage and recommend ways to modify tables for increased performance (e.g., adding indices, joining tables, adding foreign keys, etc;
- Costing/Financial reports

6.1.2 Resources will be required to produce the Deliverables in various formats. These include, but are not limited to:

- Microsoft Word
  - Microsoft Excel
  - Microsoft PowerPoint
  - Adobe Acrobat

6.2 The Contractor must submit all Deliverables to the Technical Authority in accordance with the timing as set out in each TA. All text Deliverables shall be delivered in both hard and electronic copy or to the specifications of CBSA. All Deliverables must be accurate, truthful and in accordance with the specifications required by the Contract.

## **7.0 GREEN PROCUREMENT AND SERVICES**

7.1 The Contractor must ensure, where possible, that all materials employed and work methods used by both the Contractor and its deployed personnel and resources will comply with CBSA's and the Government of Canada's Green Procurement Strategy.



## APPENDIX A OF ANNEX B

### TASKING PROCEDURE

#### 1. Task Authorization (TA) Initiation

Where a requirement for a specific task has been identified, a TA will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Task Authorization". A Task Authorization Form (TA Form) as attached at Appendix B of Annex B will be prepared by the Technical Authority and sent to the Contractor. The TA Form will contain the following information, if applicable:

- (i) a task number;
- (ii) the date by which the Contractor's quotation must be received by the Technical Authority;
- (iii) the Categories of Resources and the number required;
- (iv) a detailed Statement of Work (SOW) for the task outlining the work activities to be performed and describing the Deliverables (such as reports) to be submitted, including the required format and media;
- (v) the required start and completion dates (if any);
- (vi) a schedule of milestone completion dates for major work activities, deliverables and payments (if applicable);
- (vii) the number of person-days of effort required;
- (viii) whether the work performance will require on-site activities at a given location;
- (ix) a description of any travel requirement, including the content and format of any required travel report;
- (x) the level of security clearance required of the Contractor's personnel;
- (xi) the language profile required of the Contractor's personnel;
- (xii) any funding sources against which the task will be tracked;
- (xiii) The maximum TA price payable to the Contractor for performing the task, indicating how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- (xiv) any other constraints that might affect the completion of the task.

#### 2. The Contractor's TA Quotation

- 2.1 If a requirement for a specific task is identified, a draft "statement of task" will be prepared by the Technical Authority and sent to the Contractor. Once it receives the statement of task, the Contractor must submit a quotation to the authority identified in the TA detailing the cost and time to complete the task. No rates applicable to resources contracted for under another contract may be provided for assessment. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the TA. The Contractor must provide any information requested by Canada in relation to the preparation of a TA within 2 working days of the request.
- 2.2 For each proposed resource the Contractor must supply a resume, the requested security clearance information and must complete the Response Tables at Appendix C of this Annex B applicable to the Categories of Resources identified in the TA. The resumes should demonstrate that each proposed individual meets the qualification requirements described



(including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to résumés and resources:

- (A) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (refer to Appendix D to Annex "A", Certifications). For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource by the time of issuance of the draft "statement of task".
  - (B) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of the quotation and must continue, where applicable, to be a member in good standing of the profession's governing body throughout the Contract Period.
  - (C) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
  - (D) For any requirements that specify a particular time period (e.g., two years) of work experience, Canada will disregard any information about experience if the individual's résumé does not include the relevant dates for the experience claimed (i.e., the start date and end date). Canada will assess only the duration that the resource actually worked on the project or projects (from his or her start date to end date, in stead of the overall start and end date of a project or a combination of projects in which a resource has participated).
  - (E) For work experience to be considered, a résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.
- 2.3 The quotation must be signed and submitted to the Technical Authority within the time for response identified in the TA Form. The Contractor will be given a minimum of 48 hours turnaround time to submit a quotation.
- 2.4 As part of the provision of Services, the Contractor may be required as part of the TA work to submit to the Technical Authority, a service delivery plan, within ten (10) business days of a TA being issued by CBSA. This plan must identify team structure, detailed work schedule, quality assurance mechanisms, and any other information identified in the TA, needed in order to present the Contractor's intended strategy to fulfill requirements stipulated in the TA form authorized by the Technical Authority.
- 2.5 The Contractor must submit with its quotation for each proposed resource:
- (i) the level of security clearance granted or approved by CISC/PWGC; and
  - (ii) a completed signed TBS 330-23 Form – Personnel Screening Consent and Authorization (<http://www.tbs-sct.gc.ca/tbsf-fsct/330-23-eng.pdf>).



CBSA will conduct a personnel Reliability Status assessment on the proposed resources, which may include a credit check. In the event a resource does not pass the assessment, the Contractor's quotation will be found to be non-responsive.

### **3. Assessment**

- 3.1 The qualifications and experience of the proposed resources will be assessed against the requirements set out in the TA Form to determine each proposed resource's compliance with the criteria identified in Appendix C to this Annex B.
- 3.2 If reference checks are requested, Canada will conduct the reference check in writing by e-mail (unless the contact at the reference is only available by telephone). A Bidder will not be responsive to a mandatory technical criterion nor will it be awarded any points for a point-rated technical criterion unless the response is received to an e-mail reference check request within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Bidder by e-mail, to allow the Bidder to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Bidder, the information supplied by the reference will be the information evaluated. The mandatory technical criteria will not be considered met nor will points be awarded for point-rated technical criteria if the reference customer is not a customer of the Bidder itself (for example, the customer cannot be the customer of an affiliate of the Bidder). Nor will the mandatory technical criteria be met or points for point-rated technical criteria be awarded if the customer is itself an affiliate or other entity that does not deal at arm's length with the Bidder. Canada references will be accepted.
- 3.3 During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.
- 3.4 Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the minimum threshold score for the point rated criteria for the applicable resource category. If the minimum threshold score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.

### **4 Acceptance**

- 4.1 Once the Technical Authority has accepted the quotation, the TA Form will be signed by Canada and provided to the Contractor for signature. All TA Forms estimated at (\$1,200,000) or less will be approved and signed by the Technical Authority who will send a copy of the signed TA to the Contracting Authority. All TA Forms estimated at over (\$1,200,000) will be signed by the Technical Authority and the Contracting Authority.
- 4.2 The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a fully signed TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.



**APPENDIX B OF ANNEX B**  
**TASK AUTHORIZATION FORM**  
**(SEE ATTACHED HERETO)**



**APPENDIX C OF ANNEX B**

**RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLES**

**(TO BE USED WHEN THE CONTRACT IS AWARDED)**

**(SEE ATTACHED HERETO)**



## **APPENDIX D OF ANNEX B**

### **CERTIFICATIONS AT THE TA STAGE**

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the TA Form when it is submitted to Canada.

#### **1. CERTIFICATION OF EDUCATION AND EXPERIENCE**

The Contractor certifies that all statements made with regard to the education and the experience of individuals proposed for completing the subject work are accurate and factual, and we are aware that the Department of Public Works and Government Services reserves the right to verify any information provided in this regard and that untrue statements may result in the TA response being declared non-responsive or in other action which the Minister may consider appropriate.

_____	_____
Print name of authorized individual & sign above	Date

#### **2. CERTIFICATION OF AVAILABILITY AND STATUS OF PERSONNEL**

##### **AVAILABILITY OF PERSONNEL**

The Contractor certifies that, should it be authorized to provide services under any Task Authorization resulting from this Contract, the persons proposed in the TA response will be available to commence performance of the work within a reasonable time from the date of acceptance of the Task Authorization, or within the time specified in the TA Form, and will remain available to perform the work in relation to the fulfillment of the requirement.

_____	_____
Print name of authorized individual & sign above	Date

#### **3. STATUS OF PERSONNEL**

If the Contractor has proposed any person in fulfillment of this requirement who is not an employee of the Contractor, the Contractor hereby certifies that it has written permission from such person (or the employer of such person) to propose the services of such person in relation to the work to be performed in fulfillment of this requirement and to submit such person's resume to the Contracting Authority. As well, the Contractor hereby certifies that the proposed person is aware that overtime may be required and is willing to comply.

_____	_____
Print name of authorized individual & sign above	Date



#### 4. CERTIFICATION OF LANGUAGE – ENGLISH OR FRENCH OR BILINGUAL

The language of work and correspondence for the Contract is English or French or both, should there be a specific language requirement for a given task, it will be specified in the Tasking Request. The options are as follows:

The Contractor certifies that the proposed resources in response to this Task Authorization are

*Option 1 - Unilingual English* fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

*Option 2 - Unilingual French* fluent in French. The individual(s) proposed must be able to communicate orally and in writing in French without any assistance and with minimal errors.

*Option 3 - Bilingual* fluent in both official languages of Canada (French and English). The individual(s) proposed must be able to communicate orally and in writing in French and English without any assistance and with minimal errors.

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Print name of authorized individual & sign above

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Date





**Canada Border Services  
 Agency**

**Agence des services  
 frontaliers du Canada**

**Task Authorization  
 commande services**

Page  
**1**

To: - À:			Contact - Personne-ressource		Standing offer No. - N° d'offre permanente	Validity Period - Période de validité (D/M/Y J/M/A) From - De: To - À:	Order No. N° de la demande
					Amendment Date/ Time Date de la modification/ Temps	Previous Value - Valeur précédente	Order date Date de la demande (D/M/Y J/M/A)
Vendor No. - N° du fournisseur	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Tel. No - N° du Tél.*	Fax. No. - N° de télécop.	Inc./Dec. - Aug./Dim.	Revised value - Montant révisé	Date required Demandé pour le (D/M/Y J/M/A)

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	Category/Catégorie: Resource/Ressource: Level of Security/Niveau de sécurité: Security File Number/Numéro de dossier de sécurité: Work Location/Endroit de travail: Language Requirements/Exigences de langue: Other Conditions/Constraints/Autre conditions/constraints: Financial Coding/Code financier:  Please refer to the Statement of Work attached./ Veuillez référer à l'Énoncé des travaux ci-joint.				

Delivery Address - Adresse de livraison (UNLESS SPECIFIED DIFFERENTLY ABOVE - SAUF INDICATION CONTRAIRE)	Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à	FOB - FAS	Amount - Montant CAD
		Terms of payment - Modalités de paiement Net 30 days	T. taxes - T. taxes CAD
			T.Amount - Montant T. CAD

<p align="center"><b>Your proposal is accepted</b></p> <p>to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.</p> <p align="center"><b>Nous acceptons votre proposition</b></p> <p>de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).</p>	
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## APPENDIX C OF ANNEX B

### RESOURCE ASSESSMENT CRITERIA AND RESPONSE TABLES

#### STREAM 7 – COMMON SERVICES

##### Mandatory Criteria for the Application Software Architect – Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M1	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the design and development of software solution(s).		
M2	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the development and maintenance of Logical System Designs* in order to satisfy business requirements.</p> <p>*Logical System Design is defined as a document that defines the system architecture, components, modules, interfaces and data in an abstract representation.</p>		



<b>M3</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the development of integrated software solution(s) by amalgamating multiple stakeholder perspectives.</p> <p>The stakeholders could be the following:</p> <ul style="list-style-type: none"> <li>- Business clients and architects</li> <li>- Technical and Enterprise architects</li> <li>- Infrastructure engineers</li> <li>- Data modelers and database analysts</li> <li>- Applications developers and testers</li> </ul> <p>The Contractor must demonstrate the processes and methodology used as well as the type of documents produced by the proposed resource.</p>		
<b>M4</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last five years, in the design and development of software for High Availability* and High Volume** transaction processing application(s).</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p> <p>**High Volume is defined as a system that supports more than 100 users across multiple locations and process, and has a minimum of 200,000 transactions per day.</p> <p>The Contractor must provide a brief description of</p>		



	the applications the proposed resource worked on.		
<b>M5</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the design and development of software within a Large*, multi-application, multi-tier, IT environment.</p> <p>*Large is defined as an environment that has 100 or more project personnel and projects valued at \$50 Millions or more.</p>		
<b>M6</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the design of IT systems based on the Java technology.		

### Point Rated Criteria for the Application Software Architect – Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME



<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has experience working in application design for Medium to Large Line of Business Application IT Projects*.</p> <p>*Medium to Large Line of Business Application IT Projects is defined as a system developed for 50 or more users.</p>	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3 years = 3 points</p> <p>More than 3 years to 4 years = 4 points</p> <p>More than 4 years to 5 years = 5 points</p> <p>More than 5 to 6 years = 6 points</p> <p>More than 6 to 7 years = 7 points</p> <p>More than 7 to 8 years = 8 points</p>		
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			<p>More than 8 to 9 years = 9 points</p> <p>More than 9 years = 10 points</p>		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has experience in leading Joint Application Design (JAD) sessions.	20	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years = 3 points</p> <p>More than 2 to 3 years = 5 points</p> <p>More than 3 to 4 years = 10 points</p> <p>More than 4 to 5 years = 15 points</p> <p>More than 5 years = 20 points</p>		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in the translation of business	20	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years</p>		



	requirements through the development of system functional models.		<p>= 3 points</p> <p>More than 2 years to 3 years = 5 points</p> <p>More than 3 years to 4 years = 10 points</p> <p>More than 4 years to 5 years = 15 points</p> <p>More than 5 years = 20 points</p>		
<b>R4</b>	<p>The Contractor should demonstrate that the proposed resource has experience in the design and development of software for</p> <p>Multi-Enterprise Integration (MEI).</p>	10	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 4 years = 4 points</p> <p>More than 4 years to 6 years = 6 points</p>		



			<p>More than 6 years to 8 years = 8 points</p> <p>More than 8 years = 10 points</p>		
<b>R5</b>	<p>The Contractor should demonstrate that the proposed resource has experience in designing systems which:</p> <p>a) are Data Intensive Systems:</p> <p>Data Intensive Systems is defined as:</p> <ul style="list-style-type: none"> <li>-Online transaction processing, over a million transactions per year;</li> <li>-Over 100 concurrent users operating;</li> <li>-In a geographically distributed environment and</li> <li>-Containing shared database subsystems;</li> </ul> <p>b) Have a legislative connotation.</p>	15	<p>Points for the Data intensive system:</p> <p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3 years = 3 points</p> <p>More than 3 to 4 years = 4 points</p> <p>More than 4 to 5 years = 6</p>		



			<p>points</p> <p>More than 5 years = 8 points</p> <p>Points for the legislative connotation</p> <p>6 months or less = 0 point</p> <p>more than 6 months to one year = 1 point</p> <p>More than 1 year to 3 years = 2 points</p> <p>More than 3 to 4 years = 3 points</p> <p>More than 4 to 5 years = 5 points</p> <p>More than 5 years = 7 points</p>		
	<b>TOTAL</b>	<b>75</b>			



	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE POINTS ACHIEVED</b>	<b>45</b>			

### **Mandatory Criteria for the Programmer/Analyst (Java) – Level 2**

		<b>CONTRACTOR'S RESPONSE</b>	
<b>ITEM #</b>	<b>MANDATORY CRITERIA</b>	<b>DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)</b>	<b>INSERT PAGE # OF RESUME</b>
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, creating and modifying code and software in a computer environment.		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last seven years, programming in Java.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of two years' experience in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.		



## Point Rated Criteria for the Programmer Analyst (Java) – Level 2

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M1, in creating and modifying code and software in a computer environment.	40	5 years or less = 0 point  More than 5 years to 7 years = 20 points  More than 7 years to 9 years = 30 points  More than 9 years = 40 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess to Mandatory Criteria M3, in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.	20	2 years or less = 0 point  More than 2 years to 4 years = 10 points  More than 4 years to 6		



			years = 15 points		
			More than 6 years = 20 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in designing, developing and implementing Object-Oriented systems and Object Oriented (OO) n-tier applications using OO tools such as Unified Modeling Language (UML) and Rational Unified Process (RUP).	7	6 months or less = 0 point  More than 6 months to 1 year = 2 point  More than 1 year to 2 years = 2 points  More than 2 years to 4 years = 3 points  More than 4 years to 5 years = 4 points  More than 5 years to 6 years = 5 points  More than 6 years to 7 years = 6 points		



			More than 7 years = 7 points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience in using and supporting web frameworks in Java.	10	6 months or less = 0 point  More than 6 months to 1 year = 1 point  More than 1 year to 2 years = 2 points  More than 2 years to 4 years = 4 points  More than 4 years to 6 years = 8 points  More than 6 years = 10 points		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience creating design and developing computer program(s) using applets, HyperText Markup Language (HTML), Servlets and	30	6 months or less = 0 point  More than 6 months to 1 year = 5 points		



	JavaServer Pages/ JavaServer Faces (JSP/JSF).		<p>More than 1 year to 2 years = 10 points</p> <p>More than 2 years to 3 years = 15 points</p> <p>More than 3 years to 4 years = 20 points</p> <p>More than 4 years to 5 years = 25 points</p> <p>More than 5 years = 30 points</p>		
<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience in designing, building and supporting Java 2 Platform, Enterprise Edition (J2EE) application(s) using JSP, servlets, Enterprise Java Beans (EJB), Extensible Markup Language (XML) and web services.	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3</p>		



			years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years to 5 years = 5 points  More than 5 years to 6 years = 7 points  More than 6 years = 10 points		
	<b>TOTAL</b>	<b>117</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>70</b>			
	<b>POINTS ACHIEVED</b>				



### Mandatory Criteria for the Programmer/Analyst (Java) - Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the last fifteen years, in creating and modifying code and software in a computer environment.		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the last ten years, in programming in Java.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.		



### Point Rated Evaluation Criteria for the Programmer Analyst (Java) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M1, in working with Java creating and modifying code and software in a computer environment.  This additional experience does not have to be within the last fifteen years.	40	7 years or less = 0 point  More than 7 years to 8 years = 20 points  More than 8 years to 9 years = 30 points  More than 9 years to 10 years = 35 points  More than 10 years = 40 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M3, in designing and building applications using IBM Websphere Application Server	20	5 years or less = 0 point  More than 5 years to 7 years = 10 points  More than 7 years to 10 years		



	running on Mainframe Zos or Os/390.		= 15 points  More than 10 years = 20 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in designing, developing and implementing Object-Oriented systems and Object Oriented (OO) n-tier applications using OO tools such as Unified Modeling Language (UML) and Rational Unified Process (RUP).	10	6 months or less = 0 point  More than 6 months to 4 years = 1 point  More than 4 years to seven years = 2 points  More than 7 years to 9 years = 3 points  More than 9 years to 10 years = 6 points  More than 10 years = 10 points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience in using and supporting web frameworks in Java.	7	6 months or less = 0 point  More than 6 months to 2 years = 1 point		



			<p>More than 2 years to 4 years = 2 points</p> <p>More than 4 years to 5 years = 3 points</p> <p>More than 5 years to 6 years = 4 points</p> <p>More than 6 years to 7 years = 5 points</p> <p>More than 7 years to 8 years = 6 points</p> <p>More than 8 years = 7 points</p>		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience doing design and development work using applets, HyperText Markup Language (HTML), Servlets and JavaServer Pages / JavaServer Faces (JSP/JSF).	30	<p>6 months or less = 0 point</p> <p>More than 6 months to 2 years = 5 points</p> <p>More than 2 years to 5 years = 10 points</p> <p>More than 5 years to 7 years = 15 points</p>		



			<p>points</p> <p>More than 7 to 8 years = 20 points</p> <p>More than 8 to 10 years = 25 points</p> <p>More than 10 years = 30 points</p>		
<b>R6</b>	<p>The Contractor should demonstrate that the proposed resource has experience designing, building and supporting Java 2 Platform, Enterprise Edition (J2EE) applications. Technologies used must include ALL of the following: JavaServer Pages (JSP), servlets, Enterprise Java Beans (EJB), Extensible Markup Language (XML), web services.</p>	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 2 years = 1 point</p> <p>More than 2 years to 5 years = 2 points</p> <p>More than 5 years to 6 years = 3 points</p> <p>More than 6 years to 7 years = 5 points</p> <p>More than 7 years to 8 years = 7 points</p> <p>More than 8 years</p>		



			= 10 points		
	<b>TOTAL</b>	<b>117</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>70</b>			
	<b>POINTS ACHIEVED</b>				



### Mandatory Criteria for the Programmer/Analyst (COBOL) - Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, performing systems analysis on Large Mainframe IT Project* in Large Information Technology (IT) Environments**.</p> <p>*Large Mainframe IT Projects is defined as a project over \$5 Millions.</p> <p>**Large Information Technology (IT) Environment is defined as having over 2000 users or over 1 billion transactions per year.</p>		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in coding a system using COBOL.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, supporting or developing a system in a CICS/COBOL environment running on a mainframe.		



### Point Rated Evaluation Criteria for the Programmer/Analyst – (COBOL) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
R1	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M2, in coding a system using COBOL.  This additional experience does not have to be within the last ten years.	10	5 years or less = 0 point  More than 5 years to 6 years = 2 points  More than 6 years to 7 years = 4 points  More than 7 years to 8 years = 6 points  More than 8 years to 9 years = 8 points  More than 9 years = 10 points		
R2	The Contractor should demonstrate that the proposed resource has experience working on Integrated Data Management System (IDMS) or DB2.	10	6 months or less = 0 point  More than 6 months to 2 years = 2 point  More than 2 years to		



			4 years =4 points  More than 4 years to 8 years = 8 points  More than 8 years = 10 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience maintaining and developing software application(s) using Via Soft or Expiditer software.	10	1 year or less = 1 point  More than 1 years to two years = 2 points  More than 2 years to 3 years = 4 points  More than 3 years to 4 years = 6 points  More than 4 years to 5 years = 8 points  More than 5 years = 10 points		
	<b>TOTAL</b>	<b>30</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>18</b>			
	<b>POINTS ACHIEVED</b>				



## Mandatory Criteria for the Systems Analyst – Level 2

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M1	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the development of system designs and specifications.		
M2	The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last five years, in the development of system designs and specifications using Rational Unified Process (RUP) framework and Unified Modeling Language (UML) including storyboarding and System Use Cases (SUC).		
M3	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the development of system designs and specifications within High Availability* and High Volume Applications** within a Large***, multi-application, multi-tier, mainframe Information Technology (IT) environment.</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p>		



	<p><b>**High Volume Application</b> is defined as a system that supports more than 100 users across multiple locations and processes a minimum of 200,000 transactions per day.</p> <p><b>***Large</b> is defined as an environment that has 300 or more personnel and projects valued at \$50 Millions or more.</p>		
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### Point Rated Criteria for the Systems Analyst – Level 2

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M1, in the development of system designs and specifications.</p> <p>This additional experience does not have to be within the last ten years.</p>	20	<p>5 years or less = 0 point</p> <p>More than 5 years to 6 years = 5 Points</p> <p>More than 6 years to 7 years = 10 Points</p> <p>More than 7 years to 8 years = 15 Points</p> <p>More than 8 years = 20 Points</p>		



<b>R2</b>	The Contractor should demonstrate that the proposed resource has experience in the development of designs and specifications for systems developed using DB2.	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4 years = 6 Points</p> <p>More than 4 years to 5 years = 8 Points</p> <p>More than 5 years = 10 Points</p>		
<b>R3</b>	The Contractor should ensure the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using MQ Series message-oriented middleware.	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4 years = 6 Points</p> <p>More than 4 years to 5 years = 8 Points</p> <p>More than 5 years = 10 Points</p>		



<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience working with development teams, clients and co-workers.	20	<p>1 years or less = 0 point</p> <p>More than 1 year to 3 years = 4 Points</p> <p>More than 3 years to 5 years = 8 Points</p> <p>More than 5 years to 7 years = 12 Points</p> <p>More than 7 years to 9 years = 16 Points</p> <p>More than 9 years = 20 Points</p>		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience preparing briefings and presentations to technical and managerial audiences.	20	<p>1 years or less = 0 point</p> <p>More than 1 year to 3 years = 4 Points</p> <p>More than 3 years to 5 years = 8 Points</p> <p>More than 5 years to 7 years = 12 Points</p> <p>More than 7 years to 9 years = 16 Points</p> <p>More than 9 years = 20 Points</p>		



<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience working in the public sector.	<b>5</b>	1 years or less = 0 point  More than 1 year to 2 years = 2 points  More than 2 years to 3 years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years = 5 points		
	<b>TOTAL</b>	<b>85</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>51</b>			
	<b>POINTS ACHIEVED</b>				

### Mandatory Criteria for the Systems Analyst – Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in leading development of system designs and specifications.		



<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last fifteen years, in the development of system designs and specifications.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has minimum of five years' experience, within the last ten years, in the development of system designs and specifications using Rational Unified Process (RUP) framework and Unified Modeling Language (UML) including storyboarding and System Use Cases (SUC).		
<b>M4</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in leading Joint Application Design (JAD) sessions.		
<b>M5</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years experience, within the last ten years, in the development of system designs and specifications for High Availability* and High Volume Applications** within a Large***, multi-application, multi-tier, mainframe Information Technology (IT) environment.</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p> <p>**High Volume Application is defined as a system that supports more than 100 users across multiple locations and processes a minimum of 200,000 transactions per day.</p>		



	***Large is defined as an environment that has 300 or more project personnel and projects valued at \$50 Millions or more.		
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### Point Rated Criteria for the Systems Analyst – Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of the mandatory M1, in leading development of system designs and specifications.</p> <p>This additional experience does not have to be within the last fifteen years.</p>	20	<p>10 years or less = 0 point</p> <p>More than 10 years to 12 years = 4 points</p> <p>More than 12 years to 13 years = 8 points</p> <p>More than 13 years to 14 years = 12 points</p> <p>More than 14 years to 15 years = 16 points</p> <p>More than 15 years = 20 points</p>		
<b>R2</b>	<p>The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using DB2.</p>	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4</p>		



			years = 6 Points  More than 4 years to 5 years = 8 Points  More than 5 years = 10 Points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using MQ Series message-oriented middleware.	10	1 years or less = 0 point  More than 1 year to 2 years = 2 Points  More than 2 years to 3 years = 4 Points  More than 3 years to 4 years = 6 Points  More than 4 years to 5 years = 8 Points  More than 5 years = 10 Points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in mentoring and teaching development teams, clients and co-workers.	20	1 years or less = 0 point  More than 1 year to 3 years = 4 Points  More than 3 years to 5 years = 8 Points  More than 5 years to 7 years = 12 Points  More than 7 years to 9		



			years = 16 Points  More than 9 years = 20 Points		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in preparing, publishing and presenting briefings and presentations to technical and managerial audiences.	20	1 years or less = 0 point  More than 1 year to 3 years = 4 Points  More than 3 years to 5 years = 8 Points  More than 5 years to 7 years = 12 Points  More than 7 years to 9 years = 16 Points  More than 9 years = 20 Points		
<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience within the public sector.	5	1 years or less = 0 point  More than 1 year to 2 years = 2 points  More than 2 years to 3 years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years = 5 points		



	<b>TOTAL</b>	<b>85</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>51</b>			
	<b>POINTS ACHIEVED</b>				

### **Mandatory Criteria for the System Analyst –(COBOL) - Level 3**

		<b>CONTRACTOR'S RESPONSE</b>	
<b>ITEM #</b>	<b>MANDATORY CRITERIA</b>	<b>DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)</b>	<b>INSERT PAGE # OF RESUME</b>
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in analysing, designing and developing information system.		
<b>M2</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in performing systems analysis on Large Mainframe IT Projects* in Large Information Technology (IT) Environment**.</p> <p>*Large Mainframe IT Projects is defined as a project over \$5 Millions.</p> <p>**Large Information Technology (IT) Environment is defined as over 2000 users or over 1 billion transaction per year.</p>		



<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in coding using the COBOL programming language on the mainframe.		
<b>M4</b>	The Contractor must demonstrate that the proposed resource has a minimum four years' experience with the Integrated Data Management System (IDMS) or DB2.		

### Point Rated Evaluation Criteria for the System Analyst –(COBOL) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M3, in coding using the COBOL programming language on the mainframe.  This additional experience does not have to be within the last fifteen years.	10	5 years or less = 0 point  More than 5 years to 6 years = 2 points  More than 6 year to 7 years = 4 points  More than 7 years to 8 years = 6 points  More than 8 years to 9 years = 8 points		



			More than 9 years = 10 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience in excess of Mandatory Criteria M4 working on Integrated Data Management System (IDMS) or DB2.	10	4 years or less = 0 point  More than 4 years to 6 years = 4 points  More than 6 years to 8 years = 8 points  More than 8 years = 10 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience maintaining and developing software applications using Via Soft or Expiditer software.	10	1 years or less = 0 point  More than 1 years = 2 points  More than 2 years = 4 points  More than 3 years = 6 points  More than 4 years = 8 points  More than 5 years = 10 points		
	<b>TOTAL</b>	<b>30</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>18</b>			
	<b>POINTS ACHIEVED</b>				





Government of Canada  
 Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
 UNCLASSIFIED

**SECURITY REQUIREMENTS CHECK LIST (SRCL)  
 LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		Public Works and Government Services Canada	
2. Branch or Directorate / Direction générale ou Direction		Acquisitions	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Standing Offer for the provision of Task Based Informatics Professional Services to the Government of Canada			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
		Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input checked="" type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
SECRET / SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
 UNCLASSIFIED

Canada





Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité:

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes

Short Title(s) of material / Titre(s) abrégé(s) du matériel:  
Document Number / Numéro du document:

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input checked="" type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:

Commentaires spéciaux:

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes

TBS/SCT 350-103(2004/12)

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**PART C - (continued) / PARTIE C - (suite)**

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL	
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
 Non ☐ Yes  
 Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
 Non ☐ Yes  
 Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).





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Contract Number / Numéro du contrat

EN578-065005-B

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées)

Benoit, Réal

Title - Titre

Manager, Supply

Signature

*Réal Benoit*

Telephone No. - N° de téléphone

819 956-2153

Facsimile No. - N° de télécopieur

819 956-7827

E-mail address - Adresse courriel

real.benoit@tpsgc-pwgsc.gc.ca

Date

2011/10/08

**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées)

Charon, Annick

Title - Titre

SO

Signature

*Annick Charon*

Telephone No. - N° de téléphone

819-956-0815

Facsimile No. - N° de télécopieur

819-934-1448

E-mail address - Adresse courriel

annick.charon@tpsgc-pwgsc.gc.ca

Date

Nov 9, 2011

**15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?**

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No  
Non

☐ Yes  
Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées)

JACQUES SAUMER

Title - Titre

CONTRACT SECURITY  
OFFICER

Signature

*Jacques Saumer*

Telephone No. - N° de téléphone

613-948-1332

Facsimile No. - N° de télécopieur

613-956-4171

E-mail address - Adresse courriel

JACQUES.SAUMER@TPSGC-PWGSC.GC.CA

Date

16-NOV.-2011





Public Works and  
Government Services  
Canada

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Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** Completed by the Technical Project Authority / **PARTIE 1** Remplir par l'autorité technique du projet / Champ du projet

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq Technology House Inc.

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

Commitment No. / N° de  
l'engagement :

Financial Coding / Code  
financier :

Date of Issuance / Date  
d'émission :

Response required by /  
Réponse requise par :

2018001497

1000338802

1930200/2001/34220

Jan 11, 2018

Jan 12, 2018

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst (JAVA)	3		English / Anglais	Reliability / Fiabilité

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached

## Period of Services / Période de service:

Initial Start Date / Date de début initiale : Jan 15, 2018

Initial End Date / Date de fin initiale : Mar 30, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

There is no Travel

Work Location(s) / Lieu(x) de travail :

Canada Border Service Agency  
Attn: ITSSC Category: Programmer / Analyst (JAVA) - Level 3  
Resource Name: Lijun Pu  
PWGSC Contract No.: 47060-136911/022/EL  
CBSA Outline Agreement: 47060U6911  
Contract period: January 15, 2018 to March 30, 2018 (64 days)  
Alexandre Desforges, Mathematician  
Border Technology Division, Information Science and Technology Branch  
14 Colonnade Rd., Suite 210  
Ottawa, Ontario K1A 0L8





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Canada

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Services gouvernementaux  
Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

### Invoicing:

All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the Agency):

Email (preferred method): Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

vendors-fournisseurs@cbsa-asfc.gc.ca

This email address is to be used for submitting invoices and for payment status inquiries.



### PART 2 - Completed by the Contractor and/or the technical project authority / PARTIE 2 - Complétée par le Contracteur et/ou l'autorité technique / Chef de projet

#### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Programmer/Analyst (JAVA)	3	English / Anglais	Reliability / Fiabilité	95-20-5263

#### B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
 Programmer/Analyst (JAVA)	3			\$32,000.00
Estimated Cost / Coût estimatif				\$32,000.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$4,160.00
Total Estimated Cost / Coût total estimatif				\$36,160.00

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA





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Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Perwarden Jan 12/18  
Name of Authorized Client / Nom du client autorisé Date  
Robert Perwarden  
Signature

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante Date  
\_\_\_\_\_  
Signature

**SIGNATURE / DATE / SIGNATURE DU CONTRACTEUR**  
Shayna Hayes  
Director of Contracting  
Experis-Veritaaq  
Name and Title of Individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur  
[Signature] 11/17/18  
Signature Date





Canada Border  
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frontaliers du Canada

## **ANNEX A STATEMENT OF WORK**

### **1. TITLE**

One (1) Programmer/Analyst – JAVA – Level 3 to automate manual processes that create summary reports of the in-house developed scheduling tool.

### **2. BACKGROUND**

- 2.1 CBSA is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.
- 2.2 CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.
- 2.3 In the CBSA, some categories of workers follow specific schedules that could be very different from the 7.5 hours per day (9 am to 5 pm) while at the same time, depending on the work location, there could be differing needs. For example, some locations need more workers in the mornings; others need more in the afternoons or on the week-ends. Different types of schedules are available and the selection of the appropriate (optimal) schedule that fits well with the location requirements could mean better service and lower cost.
- 2.4 Through the years, a mathematical model was built to help support the efforts of selecting optimized schedules for the different locations. The developed model has several components and the execution requires heavy manual efforts. The objective is to automate the execution of these processes as much as possible.





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## **ANNEX A STATEMENT OF WORK**

### **3. OBJECTIVE**

- 3.1 The Contractor must provide a solution to automate the current, very manual process of summarizing multitudes of scheduling outputs at the end of the process (see the green processes in the graph below).
- 3.2 Currently, there is an old code built in "R" that outputs several files in a standard format that are currently looked into and summarized manually. There are possibly hundreds of folders to scan through and pull out particular files with particular attributes to then input into a summary file or some sort to be determined.
- 3.3 The objective is to develop, a module that runs through the selected folder of folders to summarize them and then store them in some database structure.
- 3.4 To be able to complete this, the Contractor must create a database that is fed from the developed module to store all the schedules attempted. The database will contain the characteristics of each type of schedule (Length, days of work, etc.).
- 3.5 This module will need to be callable from a larger controller-style module that will be the organizer of the new and improved scheduling process. This module must have the ability to call other programs / components for execution as well as be called by other programs / components.
- 3.6 The Contractor will be required to automate this process and create the described module and all its components. The Contractor must analyze, plan, design, develop code; create and fill-in database; test, configure, and enhance the process of summarizing the files.

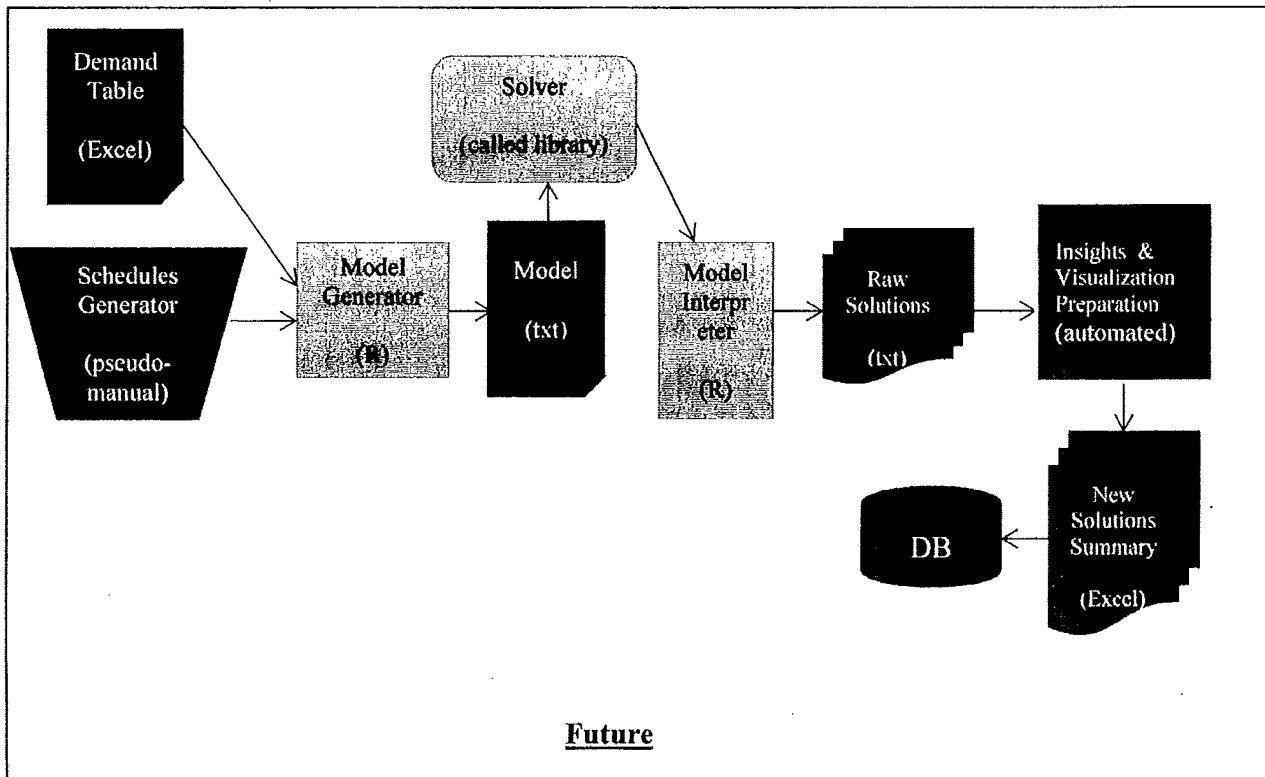
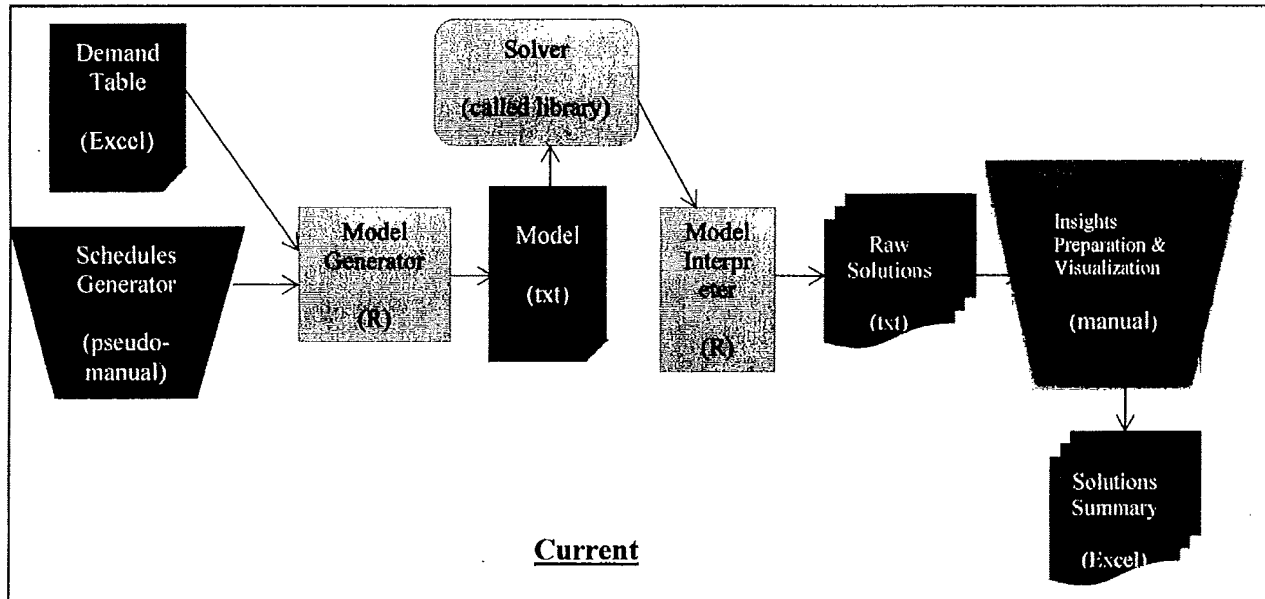




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## ANNEX A STATEMENT OF WORK







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## ANNEX A STATEMENT OF WORK

### 4. BUSINESS AND TECHNICAL ENVIRONMENT

#### 4.1 Business Environment

- 4.1.1 CBSA's regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday).
- 4.1.2 The Contractor must provide some services such as meetings and integration tests within the Standard Workday of CBSA, as identified above. For the rest of development the contractor can decide to work outside of this range.

#### 4.2 Technical Environment

- 4.2.1 The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).
- 4.2.2 All Deliverables provided by the Contractor will become integrated within CBSA's technical and Science & Engineering Directorate's environment as specified by CBSA.
- 4.2.3 The technical environment at CBSA is comprised of several technologies including but not limited to:
  - **R-Studio** and related packages;
  - Windows and Linux;
  - MS Office Professional Edition;
  - Postgres SQL or equivalent;
  - ECLIPSE, or equivalent IDE;
  - Apache Spring or equivalent;
  - HTTPS (SSL);
  - RESTFUL Web Services
  - Javascript
  - XML
  - Professional ADOBE Acrobat
  - Authentication for application access
  - \*\*\* All technologies will be used only with approval of Contract Authority \*\*\*

### 5. SCOPE OF WORK

- 5.1 To accomplish this automation phase, CBSA wishes to acquire the services of a **Programmer/Analyst – JAVA – Level 3** with significant experience in building code to sweep through multitudes of folders and files to then summarize into other formats; as well as storing





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## **ANNEX A STATEMENT OF WORK**

the outputs in some well-organized way such as a database. The programmer will propose a design summarizing module & database and then implement it once approved. Knowledge of the R statistical language and interfacing with Java is a strong asset.

### **6. Resource Categories and Tasks**

6.1 Programmer/Analyst – JAVA - Level 3 will be responsible for but not be limited to doing the following:

- 6.1.1 Create and modify databases;
- 6.1.2 Create and modify code and software;
- 6.1.3 Create and modify reports;
- 6.1.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 6.1.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 6.1.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications.

#### **6.2 Tasks**

- 6.2.1 Establish background and project management governance (1 week)
  - a. The Contractor must assist the Technical authority to establish Project Management Governance, generating a knowledge base for the project.
- 6.2.2 Create coordinated Project Plan (1 week)
  - a. The Contractor must assist the Technical authority in updating the coordinated project plan by performing and supporting the following: Identify end-user needs. Establish communication and integration plan with milestones for integration. Establish bi-weekly meetings or conference calls to coordinate efforts and track project status with monthly reports.
- 6.2.3 Review and assess current scheduling infrastructure (2 weeks)
  - a. The Contractor must document integration strategy and technology including query mechanisms and APIs, server and client architecture, software and hardware requirements and data staging architecture.
  - b. Understands the problem, the context and how the manual execution used to work
  - c. Analysis of the technical environment in the Experimental Computing Environment ECE (tools available, servers, etc.);
- 6.2.4 Produce Detailed Technical Specifications (1 week)
  - a. The Contractor must assist the Technical Authority to produce detailed technical specifications in performing the following: Refine task objectives,





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## ANNEX A STATEMENT OF WORK

data sources, workflows, design and sub-system technical performance metrics and objectives.

### 6.2.5 Develop Summarizing Module (6 weeks)

- a. The Contractor must design, create and test a module that links with current scheduling software.
- b. The Contractor will meet with Project Authority and plan out implementation on the Lab's ECE network.
  - i. Propose a work-flow for the module, a design of a database and architecture of the system to summarize
  - ii. Once approved, perform the implementation of the module and database

### 6.2.6 Develop database of schedules (2 weeks)

- a. Along with Scheduling SME, design a repository whereby storing the credentials of the schedule creation – from contact through schedule patterns attempted and summary of feasible scenarios.

### 6.2.7 Quality assurance and documentation (3 weeks)

- a. The Contractor must produce end user documentation.
- b. The Contractor must write test cases and conduct software testing to identify and correct defects.
- c. The Contractor must conduct integration tests that have to be performed from within the office at Ottawa.

### 6.2.8 Other related tasks (Ongoing)

- a. The Contractor must perform other related tasks to the scheduling module as required by the Technical Authority in order to implement said module.

## 7. CONSTRAINTS

- 7.1 **Programmer/Analyst – JAVA – Level 3** must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

## 8. CLIENT SUPPORT

- 8.1 **The Programmer/Analyst – JAVA – Level 3** will be provided with all the necessary documents to fulfill its mandate.
- 8.2 **The Programmer/Analyst – JAVA – Level 3** will be provided with a CBSA network account, user ID, password, temporary workstation or laptop, email address, and other materials (supporting documentation) as required.





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## ANNEX A STATEMENT OF WORK

### 9. WORK LOCATION

- 9.1 The work conducted under a resulting contract will be performed in majority on the contractor own premises using his own tools and materials.
- 9.2 The contractor will also have to attend some meetings at the CBSA's 14 Colonnade and 79 Bentley, Ottawa, ON.
- 9.3 The contractor will also have to perform integration tests from within CBSA's offices at 14 Colonnade and 79 Bentley, Ottawa, ON.

### 10. DELIVERABLES

- 10.1 The deliverables being received under the resulting contract will include but are not limited to the following and are subject to the acceptance of the Project Authority:
  - 10.1.1 Technical Design Document (TDD);
  - 10.1.2 Implementation including codes, databases and other files;
  - 10.1.3 Technical documentation and procedures, as required;
  - 10.1.4 Providing guidance to Agency resources;
  - 10.1.5 Transferring knowledge including coaching and documentation where appropriate for CBSA teams;
  - 10.1.6 Reports on ongoing analysis of current environments and recommendations;
  - 10.1.7 Briefings and presentations to management, as requested by the Project Authority;
  - 10.1.8 Bi-weekly status report on the project, issues that have been identified, and recommendations.

### 11. LANGUAGE REQUIREMENT

- 11.1 **Programmer/Analyst – JAVA – Level 3** must be able to communicate (read, write and speak) and produce the deliverables requested in English.

### 12. GREEN PROCUREMENT AND SERVICES

- 7.1 The Contractor must ensure, where possible, that all materials employed and work methods used by both the Contractor and its deployed personnel and resources will comply with CBSA's and the Government of Canada's Green Procurement Strategy.





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Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM

## FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq Technology House Inc.

Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2018001498	1000338751	1930200/2001/34220	Dec 15, 2017	Dec 20, 2017

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst (JAVA)	3		English / Anglais	Reliability / Fiabilité

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached

### Period of Services / Période de service:

Initial Start Date / Date de début initiale : Jan 2, 2018 Initial End Date / Date de fin initiale : Mar 30, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

There is no Travel

Work Location(s) / Lieu(x) de travail :

Canada Border Service Agency  
Attn: ITSSC Category: Programmer / Analyst (JAVA) - Level 3  
Resource Name: Leonel Chavez  
PWGSC Contract No.: 47060-136911/022/EL  
CBSA Outline Agreement: 47060U6911  
Contract period: January 2, 2018 to March 30, 2018 (83 days)  
Alexandre Desforges, Mathematician  
Border Technology Division, Information Science and Technology Branch  
14 Colonnade Rd., Suite 210  
Ottawa, Ontario K1A 0L8





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# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

	<p><b>Invoicing:</b> All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the Agency): Email (preferred method): Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned. vendors-fournisseurs@cbsa-asfc.gc.ca This email address is to be used for submitting invoices and for payment status inquiries.</p>
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**PART 2** (completed by the Contractor and/or the Technical/Project Authority) / **PARTIE 2** (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

**A. Contractor Resource(s) / Ressource(s) du Contracteur**  
Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Programmer/Analyst (JAVA)	3	English / Anglais	Reliability / Fiabilité	95-63-4314

**B. Estimated Cost / Coût estimatif**

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
Programmer/Analyst (JAVA)	3			\$41,500.00
Estimated Cost / Coût estimatif				\$41,500.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$5,395.00
Total Estimated Cost / Coût total estimatif				\$46,895.00

**PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA**





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## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Penwarden Dec 15/17  
Name of Authorized Client / Nom du client autorisé Date

Robert Penwarden  
Signature

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante Date

\_\_\_\_\_  
Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Shayla Hayes  
Director of Contracting  
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

[Signature] 19 DEC 17  
Signature Date





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## STATEMENT OF WORK

### 1. TITLE

One (1) **Programmer/Analyst – JAVA – Level 3** to automate manual processes and create a user interface.

### 2. BACKGROUND

- 2.1 CBSA is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.
- 2.2 CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.
- 2.3 In the CBSA, some categories of workers follow specific schedules that could be very different from the 7.5 hours per day (9 am to 5 pm) while at the same time, depending on the work location, there could be differing needs. For example, some locations need more workers in the mornings; others need more in the afternoons or on the week-ends. Different types of schedules are available and the selection of the appropriate (optimal) schedule that fits well with the location requirements could mean better service and lower cost.
- 2.4 Through the years, a mathematical model was built to help support the efforts of selecting optimized schedules for the different locations. The developed model has several components and the execution requires heavy manual efforts. The objective is to automate the execution of these processes as much as possible.

### 3. OBJECTIVE

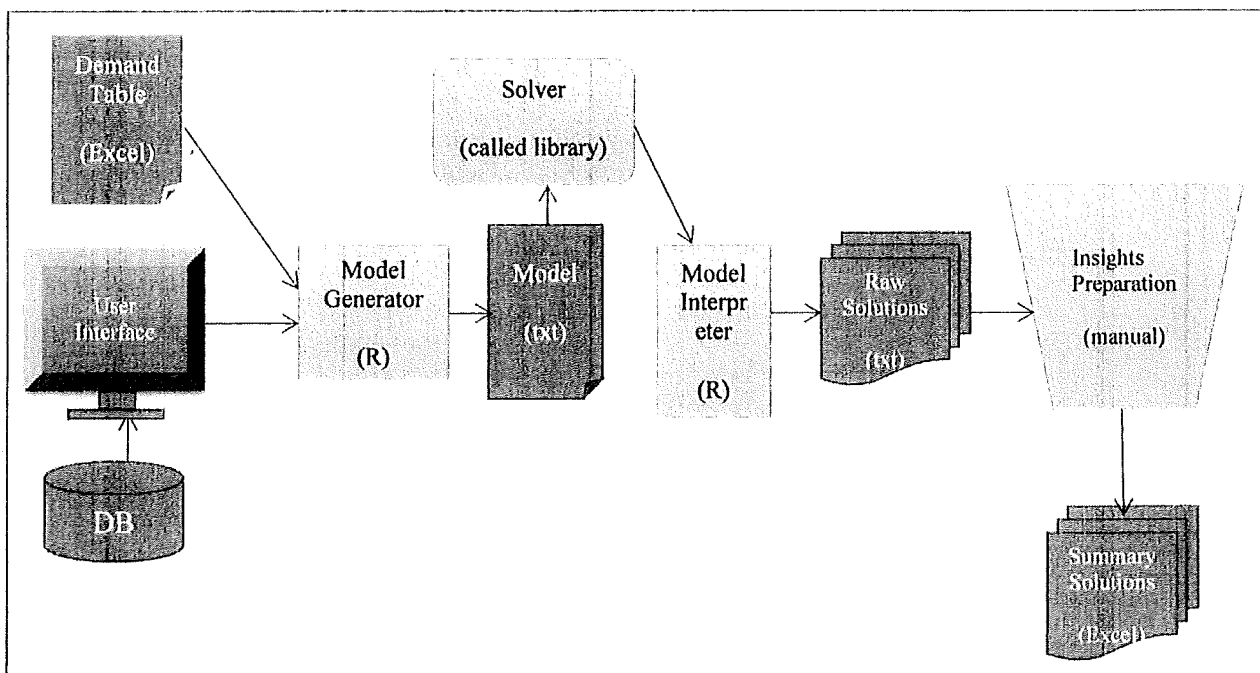
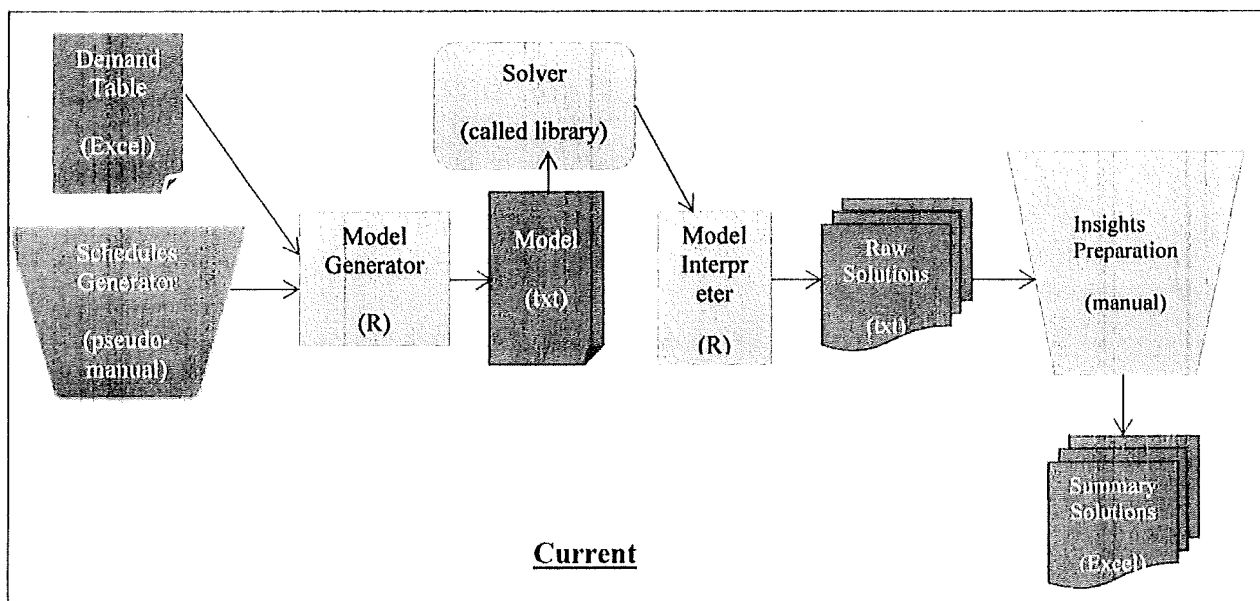
- 3.1 The Contractor must provide a solution to automate the creation of the "Possible Schedules" matrix, at the beginning of the process (see the green processes in the graph below).
- 3.2 Currently, there is legacy code built in "R" with hard coded sections that require manual input before generating the matrix needed for the next step of the process.
- 3.3 The objective is to create a graphical user interface (GUI) where the user can select (e.g.: check/radio boxes) the types of schedules, as well as multiple other parameters he wants to consider in the optimization. Then, the program will automatically generate a set of properties listing all selected schedules in a format that could be used for the next step.





## STATEMENT OF WORK

- 3.4 To be able to complete this, the Contractor must create a database that feeds the user interface. The database will contain the characteristics of each type of schedule (Length, days of work, etc.). The database will also store the input from each scenario.
- 3.5 This user interface will be a web application. The web application should be able to initialize with selections that were used during the last execution. The web application should have the ability to call other programs / components for execution as well as be called by other programs / components.
- 3.6 The Contractor will be required to automate this process and create the described web application and all its components. The Contractor must analyze, plan, design, develop code; create and populate database; test, configure, enhance the process of generating the "Possible Schedules" matrix through the web application.







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## STATEMENT OF WORK

### Future

## 4. BUSINESS AND TECHNICAL ENVIRONMENT

### 4.1 Business Environment

- 4.1.1 CBSA's regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday).
- 4.1.2 The Contractor must provide some services such as meetings and integration tests within the Standard Workday of CBSA, as identified above. For the rest of development the contractor can decide to work outside of this range.

### 4.2 Technical Environment

- 4.2.1 The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).
- 4.2.2 All Deliverables provided by the Contractor will become integrated within CBSA's technical and Science & Engineering Directorate's environment as specified by CBSA.
- 4.2.3 The technical environment at CBSA is comprised of several technologies including but not limited to:
  - **R-Studio** and related packages;
  - Windows and Linux;
  - MS Office Professional Edition;
  - Postgres SQL or equivalent;
  - ECLIPSE, or equivalent IDE;
  - Apache Spring or equivalent;
  - HTTPS (SSL);
  - RESTFUL Web Services
  - Javascript
  - XML





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## STATEMENT OF WORK

- Professional ADOBE Acrobat
- Authentication for application access
- \*\*\* All technologies will be used only with approval of Contract Authority \*\*\*

## 5. SCOPE OF WORK

5.1 To accomplish this automation phase, CBSA wishes to acquire the services of a **Programmer/Analyst – JAVA – Level 3** with significant experience in building web applications. The programmer will propose a design for the user interface & database and then implement it once approved. Knowledge of the R statistical language and interfacing with Java is a strong asset.

## 6. Resource Categories and Tasks

1.1 Programmer/Analyst – JAVA – Level 3 will be responsible for but not be limited to doing the following:

- 1.1.1 Create and modify databases;
- 1.1.2 Create and modify code and software;
- 1.1.3 Create and modify screens and reports;
- 1.1.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 1.1.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 1.1.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications.

### 1.2 Tasks

- 1.2.1 Establish background and project management governance (1 week)
  - a. The Contractor must assist the Technical authority to establish Project Management Governance, generating a knowledge base for the project.
- 1.2.2 Create coordinated Project Plan (1 week)
  - a. The Contractor must assist the Technical authority in updating the coordinated project plan by performing and supporting the following: Identify end-user needs. Establish communication and integration plan with milestones for integration. Establish bi-weekly meetings or conference calls to coordinate efforts and track project status with monthly reports.
- 1.2.3 Review and assess current scheduling infrastructure (2 weeks)
  - a. The Contractor must document integration strategy and technology including query mechanisms and APIs, server and client architecture, software and hardware requirements and data staging architecture.





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## STATEMENT OF WORK

- b. Understands the problem, the context and how the manual execution used to work
- c. Analysis of the technical environment in the Experimental Computing Environment (ECE) (tools available, servers, etc.);

### 1.2.4 Produce Detailed Technical Specifications (1 week)

- a. The Contractor must assist the Technical Authority to produce detailed technical specifications in performing the following: Refine task objectives, data sources, workflows, design and sub-system technical performance metrics and objectives.

### 1.2.5 Develop Graphical User Interface (6 weeks)

- a. The Contractor must design, create and test GUI that links with current scheduling software.
- b. The Contractor will meet with Project Authority and plan out implementation on the Lab's ECE network.
  - i. Propose a design for the new user interface, database and architecture of the web application
  - ii. Once approved, perform the implementation of the interface and the web application

### 1.2.6 Develop database of schedules (2 weeks)

- a. Along with Scheduling Subject Matter Expert, create a repository of scheduling options and possibilities to allow the GUI to check with this DB to ensure feasibility of schedule requested.

### 1.2.7 Quality assurance and documentation (3 weeks)

- a. The Contractor must produce end user documentation.
- b. The Contractor must write test cases and conduct software testing to identify and correct defects.
- c. The Contractor must conduct integration tests that have to be performed from within the office at Ottawa.

### 1.2.8 Other related tasks (Ongoing)

- a. The Contractor must perform other related tasks to the scheduling GUI as required by the Technical Authority in order to implement said GUI.

## 2. CONSTRAINTS

- 2.1 **Programmer/Analyst – JAVA – Level 3** must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

## 3. CLIENT SUPPORT





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## STATEMENT OF WORK

- 3.1 **The Programmer/Analyst – JAVA – Level 3** will be provided with all the necessary documents to fulfill its mandate.
- 3.2 **The Programmer/Analyst – JAVA – Level 3** will be provided with a network account, user ID, password, temporary workstation or laptop, email address, and other materials as required.

## 4. WORK LOCATION

- 4.1 The work conducted under a resulting contract will be performed in majority on the contractor's own premises using his own tools and materials.
- 4.2 The contractor will also have to attend some meetings at the CBSA's 14 Colonnade and 79 Bentley, Ottawa, ON.
- 4.3 The contractor will also have to perform integration tests from within CBSA's offices at 14 Colonnade and 79 Bentley, Ottawa, ON.

## 5. DELIVERABLES

- 5.1 The deliverables being received under the resulting contract will include but are not limited to the following and are subject to the acceptance of the Project Authority:
  - 5.1.1 Technical Design Document (TDD);
  - 5.1.2 Implementation including codes, databases and other files;
  - 5.1.3 Technical documentation and procedures, as required;
  - 5.1.4 Providing guidance to Agency resources;
  - 5.1.5 Transferring knowledge including coaching and documentation where appropriate for CBSA teams;
  - 5.1.6 Reports on ongoing analysis of current environments and recommendations;
  - 5.1.7 Briefings and presentations to management, as requested by the Project Authority;
  - 5.1.8 Bi-weekly status report on the project, issues that have been identified, and recommendations.

## 6. LANGUAGE REQUIREMENT

- 6.1 **Programmer/Analyst – JAVA – Level 3** must be able to communicate (read, write and speak) and produce the deliverables requested in English.

## 7. GREEN PROCUREMENT AND SERVICES

- 7.1 The Contractor must ensure, where possible, that all materials employed and work methods used by both the Contractor and its deployed personnel and resources will comply with CBSA's and the Government of Canada's Green Procurement Strategy.





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq Technology House Inc.

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

2018001695

Commitment No. / N° de  
l'engagement :

1000338803

Financial Coding / Code  
financier :

1930200/2001/34220

Date of Issuance / Date  
d'émission :

Feb 1, 2018

Response required by /  
Réponse requise par :

Feb 1, 2018

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst (JAVA)	3		English / Anglais	Reliability / Fiabilité

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached

## Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Feb 2, 2018

Initial End Date / Date de fin initiale :

Mar 30, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

There is no Travel

Work Location(s) / Lieu(x) de travail :

Canada Border Service Agency  
Attn: ITSSC Category: Programmer / Analyst (JAVA) - Level 3  
Resource Name: Scott Burlington  
PWGSC Contract No.: 47060-136911/022/EL  
CBSA Outline Agreement: 47060U6911  
Contract period: February 2, 2018 to March 30, 2018 (50 days)  
Alexandre Desforges, Mathematician  
Border Technology Division, Information Science and Technology Branch  
14 Colonnade Rd., Suite 210  
Ottawa, Ontario K1A 0L8





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Invoicing: All invoices must be submitted using one of the following methods (only one copy of the invoice should be sent to the Agency): Email (preferred method): Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned. vendors-fournisseurs@cbsa-asfc.gc.ca This email address is to be used for submitting invoices and for payment status inquiries.
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## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

A. Contractor Resource(s) / Ressource(s) du Contracteur					
Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.					
Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Programmer/Analyst (JAVA)	3	English / Anglais	Reliability / Fiabilité	95-53-8340
					<div>+ -</div>

B. Estimated Cost / Coût estimatif				
Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div>+ -</div> Programmer/Analyst (JAVA)	3			\$25,000.00
Estimated Cost / Coût estimatif				\$25,000.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$3,250.00
Total Estimated Cost / Coût total estimatif				\$28,250.00

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA





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Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Penwarden Feb 2<sup>nd</sup>, 2018  
Name of Authorized Client / Nom du client autorisé Date

Robert Penwarden  
Signature

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante Date

\_\_\_\_\_  
Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

**Shayna Hayes**  
**Director of Contracting**

Experte-Veritas  
Name and Title of Authorized Person to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

[Signature] 01 Feb 2018  
Signature Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq Technology House Inc

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

2018002431

Commitment No. / N° de  
l'engagement :

1000340764

Financial Coding / Code  
financier :

192020070

Date of Issuance / Date  
d'émission :

March 29, 2018

Response required by /  
Réponse requise par :

April 3, 2018

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst - JAVA	2		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached Annex A -Statement of Work (SOW)

### Period of Services / Période de service:

Initial Start Date / Date de début initiale :

April 10, 2018

Initial End Date / Date de fin initiale :

January 23, 2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

N/A

Work Location(s) / Lieu(x) de travail :

333 North River Rd, Ottawa, On

## A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
(04.01.2018 to 01.23.2019)	Programmer/Analyst- JAVA	2	English / Anglais	Secret	

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div></div><div></div><div></div></div>	Programmer/Analyst- JAVA	2	<div><div></div><div></div></div>	<div><div></div><div></div></div>	\$89,550.00
Estimated Cost / Coût estimatif					\$89,550.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables			\$11,641.50
Total Estimated Cost / Coût total estimatif					\$101,191.50

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Robert Perwarden March 29/18  
Name of Authorized Client / Nom du client autorisé Date

Robert Perwarden  
Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante Date

\_\_\_\_\_  
Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DE L'ENTREPRENEUR

Shayna Hayes  
Director of Contracting

Name and Title of individual authorized to sign on behalf of the contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

\_\_\_\_\_  
Signature

29/3/2018  
Date





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Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM

## FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** Completed by the Technical/Project Authority / **PARTIE 1** (completé par le responsable technique / Chef de projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq Technology House Inc

Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2018002431	1000340764	192020070	June 18, 2018	June 22, 2018

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : 1

Reason for the Amendment / Raison pour la modification :

This amendment is raised to close this TA.

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst - JAVA	2		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached Annex A -Statement of Work (SOW)

### Period of Services / Période de service:

Initial Start Date / Date de début initiale : April 10, 2018

Initial End Date / Date de fin initiale : May 18, 2018

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage : N/A

Work Location(s) / Lieu(x) de travail : 333 North River Rd, Ottawa, On

**PART 2** Completed by the Contractor and/or the Technical/Project Authority / **PARTIE 2** (completé par le contracteur et/ou le responsable technique / Chef de projet)

### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





Public Works and  
Government Services  
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Travaux publics et  
Services gouvernementaux  
Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
(04.01.2018 to 01.23.2019)	Programmer/Analyst- JAVA	2	English / Anglais	Secret	

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div></div><div></div></div>	Programmer/Analyst- JAVA	2			\$12,600.00
Estimated Cost / Coût estimatif					\$12,600.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables			\$1,638.00
Total Estimated Cost / Coût total estimatif					\$14,238.00

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Perwarden  
Name of Authorized Client / Nom du client autorisé

June 19/18  
Date

Robert Perwarden  
Signature

\_\_\_\_\_  
Name of Contracting Authority / Nom de  
l'autorité contractante

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

**Karl Williams**  
**Vice President, Finance**  
**Experis Veritaag**

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre  
de la personne autorisée à signer au nom de l'entrepreneur

Karl Williams  
Signature

June 25, 2018  
Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq Tehcnology House Inc.

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

2018002444

Commitment No. / N° de  
l'engagement :

1000339793

Financial Coding / Code  
financier :

192030050

Date of Issuance / Date  
d'émission :

March 29, 2018

Response required by /  
Réponse requise par :

March 29, 2018

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst - JAVA	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached Annex A -Statement of Work (SOW)

### Period of Services / Période de service:

Initial Start Date / Date de début initiale :

April 3, 2018

Initial End Date / Date de fin initiale :

Jan 23, 2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

N/A

Work Location(s) / Lieu(x) de travail :

333 North River Rd, Ottawa, On

## A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
(04.03.2018 to 01.23.2019)	Programmer/Analyst - JAVA	3	English / Anglais	Secret	

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	Programmer/Analyst - JAVA	3	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div>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### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Perwarden  
Name of Authorized Client / Nom du client autorisé

March 29/18  
Date

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante

\_\_\_\_\_  
Date

Robert Perwarden  
Signature

\_\_\_\_\_  
Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

**Shayna Hayes**  
**Director of Contracting**

Name and Title of **Experia Veritaaq** on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

[Signature]  
Signature

29/3/18  
Date



# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

<b>A. General Information / Informations générales</b>				
Contract Number / Numéro du contrat : 47060-136911/022/EL				
Contractor Name / Nom du Contracteur : Veritaaq Tehcnology House Inc.				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2018002444	1000339793	192030050	April 30, 2019	May 7, 2019

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :	2
Reason for the Amendment / Raison pour la modification :	
Amendment #002:	
1) To replace resource :	
Amendment #001:	
1) To extend the initial end date from January 23, 2019 to January 23, 2021	
2) Increase the Estimated Level of Effort (days)	
3) Increase total cost by \$240,000; from \$102,500.00 to \$342,500.00 (All applicable taxes not included)	

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)					
Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profil linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Programmer/Analyst - JAVA	3		English / Anglais	Secret	+ -

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)
As per attached Annex A -Statement of Work (SOW)

<b>Period of Services / Période de service:</b>	
Initial Start Date / Date de début initiale :	April 3, 2018
Initial End Date / Date de fin initiale :	Jan 23, 2019
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :	Jan 23, 2021
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale	
Travel Requirement(s) / Exigence(s) de voyage :	N/A
Work Location(s) / Lieu(x) de travail :	333 North River Rd, Ottawa, On

**PART 2** (completed by the Contractor and/or the Technical/Project Authority) / **PARTIE 2** (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)





Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
(04.03.2018 to 01.23.2021)	Programmer/Analyst - JAVA	3	English / Anglais	Secret		<input type="checkbox"/>
	Programmer/Analyst - JAVA	3	English / Anglais	Secret		<input type="checkbox"/>

## B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div></div><div>Programmer/Analyst - JAVA 04.03.2018 to 01.07.2019</div></div>	3	<div></div>	<div></div>	\$85,500.00
<div><div></div><div>Programmer/Analyst - JAVA 05.01.2018 to 01.23.2021</div></div>	3	<div></div>	<div></div>	\$257,000.00
Estimated Cost / Coût estimatif				\$342,500.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$44,525.00
Total Estimated Cost / Coût total estimatif				\$387,025.00

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Authorized Client / Nom du client autorisé  
**ABBOUD**  
**LINDA**  
Signature

Digitally signed by ABOUD LINDA  
DN: c=ca, o=gc, ou=ccra-adrc,  
ou=PERSONNEL, cn=ABBOUD LINDA,  
serialNumber=2017264160441093  
Date: 2019.04.30 15:33:42 -0400

Date

Name of Contracting Authority / Nom de l'autorité contractante

Date

Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

**Shayna Hayes**

Director of Compliance & Risk Management  
Experis-Veritasq

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complète par le Responsable technique / Chargé du projet)

## A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/022/EL

Contractor Name / Nom du Contracteur : Veritaaq

Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
1000345009	2019002698	C00057-21-01	Feb 8, 2019	Feb 13, 2019

## B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

## C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
System Analyst - Stream 1	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Work is to be Performed in accordance with Annex A (The Statement of Work)

## Period of Services / Période de service:

Initial Start Date / Date de début initiale : Apr 1, 2019 Initial End Date / Date de fin initiale : Mar 31, 2021

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage : n/a

Work Location(s) / Lieu(x) de travail : Within National Capital Region on CBSA premises

**PART 2** (completed by the Contractor and/or the Technical/Project Authority) / **PARTIE 2** (complète par le Contracteur et/ou le Responsable technique / Chargé du projet)

## A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	System Analyst	3	English / Anglais	Secret		<div>+ -</div>

## B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	System Analyst Stream 1	3	<div><div></div><div></div><div></div></div>		\$338,750.00
Estimated Cost / Coût estimatif					\$338,750.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$44,037.50
Total Estimated Cost / Coût total estimatif					\$382,787.50

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Michel Derouin

FEB 08 2019

Name of Authorized Client / Nom du client autorisé

Date

Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante

Date

Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complète par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/018/EL

Contractor Name / Nom du Contracteur : Veritaaq

Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2019002697	1000345053	C00057-21-01	Feb 8, 2019	Feb 12, 2019

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Technology Architect	3		English / Anglais	Secret	<div>+ -</div>

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

Work is to be Performed in accordance with Annex A (The Statement of Work)

### Period of Services / Période de service:

Initial Start Date / Date de début initiale : Mar 18, 2019

Initial End Date / Date de fin initiale : Mar 31, 2021

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage : n/a

Work Location(s) / Lieu(x) de travail : Within National Capital Region on CBSA premises

## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complète par le Contracteur et/ou le Responsable technique / Chargé du projet)

### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Technology Architect-Stream 1	3	English / Anglais	Secret		<div>+ -</div>

## B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div>+</div><div>-</div></div>	Technology Architect- Stream 1	3	<div><div></div><div></div><div></div></div>		\$452,570.00
Estimated Cost / Coût estimatif					\$452,570.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$58,834.10
Total Estimated Cost / Coût total estimatif					\$511,404.10

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

MICHEL DEROUIN

FEB 08 2019

Name of Authorized Client / Nom du client autorisé

Date

Name of Contracting Authority / Nom de l'autorité contractante

Date

Signature

Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date





Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** Completed by the Technical/Project Authority / **PARTIE 1** complétée par le Responsable technique / Chef de projet

<b>A. General Information / Informations générales</b>				
Contract Number / Numéro du contrat : 47060-136911/022				
Contractor Name / Nom du Contracteur : Veritaaq				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) : 2020002208	Commitment No. / N° de l'engagement : 1000349794	Financial Coding / Code financier : 192030010	Date of Issuance / Date d'émission : January 22, 2020	Response required by / Réponse requise par : January 27, 2020

<b>B. For Amendments Only / Aux fins de modification seulement</b>
Amendment No. / N° de la modification :
Reason for the Amendment / Raison pour la modification :

<b>C. TA Requirements / Exigences relatives à l'AT</b>				
Required Resource(s) / Ressource(s) requise(s)				
Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profil linguistique	Required Level(s) of Security / Niveau(s) de sécurité requis
JAVA Programmer Analyst	3		English / Anglais	Secret

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)
As per attached Annex A - Statement of Work (SOW)

<b>Period of Services / Période de service:</b>	
Initial Start Date / Date de début initiale : February 3rd, 2020	Initial End Date / Date de fin initiale : January 23rd, 2021
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :	
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale	
Travel Requirement(s) / Exigence(s) de voyage : NO TRAVEL	
Work Location(s) / Lieu(x) de travail : CBSA Premises at Vanier Towers 333 North River Rd, Ottawa, On	

**PART 2** Completed by the Contractor and/or the Technical/Project Authority / **PARTIE 2** complétée par le Contracteur et/ou le Responsable technique / Chef de projet

<b>A. Contractor Resource(s) / Ressource(s) du Contracteur</b>
<small>Note: once approved, only the following resources may provide services under this TA / Note: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous cette AT.</small>



## TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGC Security File No. / N° du dossier de sécurité TPSGC	
	Java Programmer Analyst	3	English / Anglais	Secret		4

### B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div><div>+</div><div>-</div></div></div> Java Prog. Analyst)		<div></div>		\$122,500.00
Estimated Cost / Coût estimatif				\$122,500.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$15,925.00
Total Estimated Cost / Coût total estimatif				\$138,425.00

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGC Contracting Authority for authorization.

Name of Authorized Client / Nom du client autorisé: Nancy Foley  
Date: Jan 27 / 20

Signature: Nancy Foley

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/HST) dépassent cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante: CASTONGUAY

Signature: KARIEANNE

Date:

Signature: CASTONGUAY KARIEANNE  
Title: Director of Contracting / Directeur des contrats  
Date: 2020/01/27 11:45:00  
Email: karieanne.castonguay@psg.gc.ca

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Shayne Hayes Director of Competence & Risk Management Specialist/Spécialiste	Signature: [Signature]	Date: 07/01/20
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom du Prestataire		



**Purchasing Office - Bureau des achats:**  
Informatics Professional Services - EL  
Division/Services professionnels en informatique  
- division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

## CONTRACT - CONTRAT

**Your proposal is accepted** to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

**Nous acceptons votre proposition** de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

### Comments - Commentaires

### Vendor/Firm Name and Address

#### Raison sociale et adresse du fournisseur/de l'entrepreneur

129925947PG0001  
S I Systems Ltd  
170 Laurier Avenue West  
Suite 300  
Ottawa  
Ontario  
K1P5V5  
Canada

<b>Title - Sujet</b> IT SERVICES SUPPLY CHAIN PROJECT	
<b>Contract No. - N° du contrat</b> 47060-136911/023/EL	<b>Date</b> 2015-01-23
<b>Client Reference No. - N° de référence du client</b> 47060-136911	
<b>Requisition No. - N° de la demande</b> 47060-136911	
<b>File No. - N° de dossier</b> 615el.47060-136911	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Financial Code(s)</b> <b>Code(s) financier(s)</b> 194020000, 610666, 2001, 81401 HST	
<b>GST/HST TPS/TVH</b> <input type="checkbox"/> <input type="checkbox"/>	
<b>F.O.B. - F.A.B.</b> Destination	
<b>GST/HST - TPS/TVH</b> Included - Inclus	<b>Duty - Droits</b> See Herein - Voir ci-inclus
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Canada Border Services Agency (CBSA) 355 North River Road Tower B, 17th Floor Ottawa, ON, K1A 0L8	
<b>Invoices - Original and two copies to be sent to:</b> <b>Factures - Envoyer l'original et deux copies à:</b> vendors-fournisseurs@cbsa-asfc.gc.ca	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Ghaddab, Nabil	
<b>Buyer Id - Id de l'acheteur</b> 615el	
<b>Telephone No. - N° de téléphone</b> (819) 956-5419 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Total Estimated Cost - Coût total estimatif</b> \$5,543,354.89	<b>Currency Type - Devise</b> CAD
<b>For the Minister - Pour le Ministre</b>	



Contract No. - N° du contrat  
47060-136911/023/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
47060-136911

File No. - N° du dossier  
615el47060-136911

CCC No./N° CCC - FMS No./N° VME

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**CONTRACT AGAINST A SUPPLY ARRANGEMENT FOR TASK BASED  
INFORMATICS PROFESSIONAL SERVICES (TBIPS)  
VARIOUS INFORMATICS PROFESSIONAL SERVICES CATEGORIES  
AND LEVELS  
FOR  
CANADA BORDER SERVICES AGENCY (CBSA)**

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Contract No. - N° du contrat  
 47060-136911/023/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
 47060-136911

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 615el47060-136911

CCC No./N° CCC - FMS No./N° VME

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**List of Annexes to the Resulting Contract:**

- Annex A Basis of Payment
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  - Appendix A to Annex B - Tasking Procedures
  - Appendix B to Annex B - Task Authorization (TA) Form
  - Appendix C to Annex B - Resource Assessment Criteria and Response Tables
  - Appendix D to Annex B - Certifications at the TA stage
- Annex C Security Requirements Check List



Contract No. - N° du contrat  
47060-136911/023/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
47060-136911

File No. - N° du dossier  
615el47060-136911

CCC No./N° CCC - FMS No./N° VME

## CONTRACT CLAUSES

### 1. Requirement

- (a) **S I Systems Ltd.** (the "**Contractor**") agrees to supply to the Client with the Services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services, as and when requested by Canada to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) **Client:** Under the Contract, the "**Client**" is the Canada Border Services Agency (CBSA).
- (c) **Reorganization of Client:** The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms:** Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract.

### 2. Task Authorization

- (a) **As-and-when-requested Task Authorizations:** The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.
- (b) **Allocation of Task Authorizations:** More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
  - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure in respect of Task Authorizations based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
  - (ii) Canada will use a rotational method to allocate the Task Authorizations, where the rotation is based on the amount of funding remaining under each of the respective contracts.
  - (iii) Canada will send the first draft Task Authorization to the contractor with the greatest value of funding under its contract. If more than one contractor has the same value, it will be assigned to the contractor ranked first as determined under the evaluation process in the bid solicitation that resulted in the award of this series of contracts.



Contract No. - N° du contrat  
47060-136911/023/EL

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

615el

Client Ref. No. - N° de réf. du client  
47060-136911

File No. - N° du dossier  
615el47060-136911

CCC No./N° CCC - FMS No./N° VME

- 
- (iv) The contractor sent a draft TA will have the time set out further below under the sub-paragraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
  - (v) If the contractor to whom the draft TA is first sent either fails to respond on time or confirms in writing that it refuses to perform the task, the draft TA will then be forwarded to the contractor with the next-greatest balance remaining of allocated funds.
  - (vi) The process of sending out a draft TA to the contractor with the greatest balance remaining of will continue until Canada either cancels the requirement for the task or it has been issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
  - (vii) Once the Task Authorization is issued, the value of that Task Authorization (and the value of any subsequent amendment increasing or decreasing the value) will be subtracted from the funding allocated to that contractor.
  - (viii) When the next requirement to perform a task is identified, it will be sent to the contractor with the greatest balance remaining of allocated funds. If more than one contractor has the greatest balance remaining of allocated funds (i.e., several contractors have equal amounts of allocated funds), the draft TA will be sent to the contractor among them that ranked highest under the bid solicitation evaluation process. If any contract in this series of contracts is amended to add funding for Task Authorizations, all the remaining contracts (i.e., all contracts that have not previously been terminated) will be amended to add funding in amounts proportionate to the funding initially provided under each contract for Task Authorizations (e.g., if three contracts were awarded with \$2M, \$1M and \$750,000 in funding for Task Authorizations respectively, and \$200,000 is added to the first contract, then \$100,000 will be added to the second contract and \$75,000 will be added to the third).
- (c) **Process of Issuing a TA:** The processes for issuing, responding to, assessing and approving Task Authorizations are stated in Appendices A, B, C and D of Annex B.
  - (d) **Authority to Issue a TA:** Any TA with a value less than or equal to \$1,200,000.00 (including GST/HST) may be issued by the Technical Authority. Any TA with a value greater than this amount must be issued directly by the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Technical Authority's authority to issue TAs at any time.
  - (e) **Charges for Work under a TA:** The Contractor must not charge Canada anything more than the price set out in the Task Authorization unless Canada has issued a TA amendment authorizing the increased expenditure. Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before being incorporated into the Work.
  - (f) **Consolidation of TAs for Administrative Purposes:** The Contract may be amended from time to time to reflect all Task Authorizations issued and approved by the Contracting Authority to date, to document the Work performed under those TAs for administrative purposes.
  - (g) **Period of Services:** No Task Authorizations may be entered into after the expiry date of the Contract.
  - (h) **Periodic Usage Reports:**
    - (i) The Contractor must compile and maintain records on its provision of services to the federal government under authorized TAs issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed



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below. If any required information is not available, the Contractor must indicate the reason. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The Contractor must submit the periodic usage reports on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.

(ii) The quarterly periods are defined as follows:

- (A) April 1 to June 30;
- (B) July 1 to September 30;
- (C) October 1 to December 31; and
- (D) January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 20 calendar days after the end of the reporting period.

(iii) Each report must contain the following information for each validly issued TA (as amended):

- (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
- (B) a title or a brief description of the task;
- (C) the name and Category of Personnel of each resource involved in performing the TA, as applicable;
- (D) the total estimated cost specified in the TA (GST or HST extra);
- (E) the total amount (GST or HST extra) expended to date;
- (F) the start and completion date; and
- (G) the active status, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).

(iv) Each report must also contain the following cumulative information for all the validly issued TAs (as amended) :

- (A) the amount (GST or HST extra) specified in the contract (as last amended, if applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (B) the total amount, GST or HST extra, expended to date against all validly issued tasks.

(i) On a specific Task Authorization, Canada may include one or both of the following conditions in the TA form in Appendix B or Annex B at article 6, as well as other conditions specified as required by CBSA:

(1) In the performance of this Task Authorization the Contractor may have access to information and material which may result in placing it in a real or perceived conflict of interest or confer an unfair advantage upon it in respect of its participation in future solicitations. By providing a quotation, the Contractor acknowledges such participation may, at the sole discretion of the Crown, disqualify the Contractor, its affiliated entities, employees, agents or subcontractors from participating in such contracts or solicitations.



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(2) The Contractor must obtain from each proposed resource a completed and signed non-disclosure agreement, in the form below, and provide them with their quotation in order for it to be considered responsive.

#### Non-Disclosure Agreement

I, (name of proposed resource)\_\_\_\_\_, recognize that in the course of my work as an employee or subcontractor of (Name of Contractor)\_\_\_\_\_, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No 47060-136911 between Her Majesty the Queen in Right of Canada, represented by the Minister of Public Works and Government Services and Canada Border Services Agency, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract. I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: 47060-136911.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

#### (j) Additional Reporting Requirements

- (i) Reporting requirements will be stipulated within any issued TA, and may include, but are not limited to, any combination of the following:
  - (A) Timesheets or other related timekeeping reports;
  - (B) Invoicing;
  - (C) Written progress and/or status reports relating to the delivery of specific services and completion of assigned tasks; and
  - (D) Other related reporting.
- (ii) Copies of signed timesheets for all assigned resources indicating actual hours worked detailing the work done related to each element of the TA. CBSA will only accept costs for work actually performed, and in accordance with signed time sheets.
- (iii) The Contractor must provide other ad hoc written or oral status updates as requested from the Technical Authority in relation to any and all TAs.



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- (iv) It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. In addition, the Contractor must immediately notify the Technical Authority of any issues, problems, or areas of concern in relation to any work completed under any resultant TA(s) as they arise.

### 3. Minimum Work Guarantee

- (a) In this clause,
- (i) "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract (excluding GST/HST); and
  - (ii) "**Minimum Contract Value**" means 1% of the Maximum Contract Value on the date the Contract is first issued.
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c) subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
- (i) for default;
  - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
  - (iii) for convenience within sixty business days of Contract award.

### 4. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

- (a) **General Conditions:**
- (i) 2035 (2012-11-19), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.
- (b) **Supplemental General Conditions:**
- The following Supplemental General Conditions:
- (i) 4002 (2010-08-16), Supplemental General Conditions - Software Development or Modification Services;
  - (ii) 4006 (2010-08-16), Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information;



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## 5. Security Requirement

All Contractor personnel proposed in response to a Task Authorization Form will be assessed for Reliability Status by CBSA in accordance with the procedures in Appendix A of Annex B.

The following Security Requirement (SRCL and related clausung), as set out under Annex "A" to Part B to the Supply Arrangement also applies to the Contract.

- (a) The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- (b) The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, CONFIDENTIAL or SECRET as required, granted or approved by CISD/PWGSC.
- (c) The Contractor MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
- (d) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CIISD/PWGSC.
- (e) The Contractor must comply with the provisions of the:
  - (i) Security Requirements Check List EN578-055605/B, described in Annex C;
  - (ii) *Industrial Security Manual* (Latest Edition).

## 6. Contract Period

- (a) **Contract Period:** The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
  - (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends on January 23, 2017; and
  - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**
  - (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to five additional one-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
  - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

## 7. Authorities

- (a) **Contracting Authority**



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The Contracting Authority for the Contract is:

Name: Nabil Ghaddab  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Informatics and Telecommunications Systems Procurement Directorate  
Address: 11 Laurier St., Gatineau, Québec  
Telephone: 819-956-5419  
E-mail address: nabil.ghaddab@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) **Technical Authority**

The Technical Authority for the Contract is:

Name: Rachelle McGregor  
Title: Acting Team Leader, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Telephone: 343-291-5668  
Email: [Rachelle.McGregor@cbsa-asfc.gc.ca](mailto:Rachelle.McGregor@cbsa-asfc.gc.ca)

In her absence, the Technical Authority is one of the following:

Name: Kevin Hailemariam  
Title: Senior Procurement Officer, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Telephone: 343-291-5721  
Email: [Kevin.Hailemariam@cbsa-asfc.gc.ca](mailto:Kevin.Hailemariam@cbsa-asfc.gc.ca)

Name: Val Wawrzynczak  
Title: Acting Manager, Contracting and Procurement  
Title: Senior Procurement Officer, IT Professional Services  
Organization: Canada Border Services Agency (CBSA)  
Address: 355 North River Road; Tower B, 17<sup>th</sup> Floor; Ottawa, ON, K1A 0L8  
Email: [Val.Wawrzynczak@cbsa-asfc.gc.ca](mailto:Val.Wawrzynczak@cbsa-asfc.gc.ca)

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority. By notice from the Contracting Authority, a temporary Technical Authority may be designated in the Contract.

(c) **Contractor's Representative**

Name: `



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Title: Account Executive  
 Organization: CBSA  
 Address: 170 Laurier Ave. West Suite 300  
 Telephone: (613) 786-3225  
 Facsimile: (613) 786-3291  
 E-mail address:

## 8. Payment

### (a) Basis of Payment

- (i) **Professional Services provided under a Task Authorization with a Maximum Price:** For Services requested by Canada (including work outside the Standard Workday and On-Call work), in accordance with an approved Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked plus any applicable minimum On-Call Charge and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex A, Basis of Payment, GST/HST extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) Where this Contract includes requirements for which there are no separate line items in Annex A Basis of Payment, the prices for those requirements are included in the per diem rates payable under the TA or TAs related to such work.
- (iii) **Pre-Authorized Travel and Living Expenses:** Canada will not pay any travel or living expenses associated with performing the Work.
- (iv) **Competitive Award:** The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (v) **Professional Services Rates:** In Canada's experience, Bidders from time to time propose rates at the time of bidding for one or more categories of resources that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses, or is unable, to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measures Policy (or equivalent) then in effect, which measures may include prohibiting the Contractor from bidding on future requirements that include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment for the Contractor from bidding on future requirements.
- (vi) **Purpose of Estimates:** All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase goods or services in these amounts. Any commitment to purchase specific amounts or values of goods or services are described elsewhere in the Contract.



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**(b) Limitation of Expenditure**

- (i) Canada's total liability to the Contractor under the Contract must not exceed the amount set out on page 1 of the Contract, less any applicable GST or HST. With respect to the amount set out on page 1 of the Contract, Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is included, if applicable. Any commitments to purchase specific amounts or values of goods or services are described elsewhere in the Contract.
- (ii) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum when:
  - (A) it is 75 percent committed, or
  - (B) 4 months before the Contract expiry date, or
  - (C) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
 whichever comes first.
- (iii) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.

**(c) Method of Payment for Firm Per Diem Rate Task Authorizations with a Maximum Price:**

For each Task Authorization issued under the Contract that contains a maximum price:

- (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
- (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.

**(d) Time Verification**

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

**(e) Payment Credits**

- (i) If the Contractor does not provide a required resource that has all the required qualifications within the time prescribed by the Contract, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5 hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.



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- (ii) **Corrective Measures:** If credits are payable under this Article for two consecutive months or for three months in any 12-month period, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
  - (iii) **Termination for Failure to Meet This Availability Level:** In addition to any other rights it has under the Contract, Canada may terminate the Contract for default, in accordance with the General Conditions, by giving the Contractor three months' written notice of its intent, if:
    - (A) the total amount of credits for any given monthly billing cycle reach a level of 10% of the total billing for that month; or
    - (B) the corrective measures required of the Contractor described above are not met.
  - (iv) **Credits Apply during Entire Contract Period:** The Parties agree that the credits apply throughout the Contract Period, including during implementation.
  - (v) **Credits represent Liquidated Damages:** The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.
  - (vi) **Canada's Right to Obtain Payment:** The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.
  - (vii) **Canada's Rights & Remedies not Limited:** The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
  - (viii) **Audit Rights:** The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.
  - (f) **No Responsibility to Pay for Work not performed due to Closure of Government Offices**
    - (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is



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performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.

- (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises.

## 9. Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision.
- (c) By submitting invoices the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original of each invoice to the Technical Authority, and a copy to the Contracting Authority.

## 10. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract or TA and subject to verification by Canada during the entire Contract Period. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, under the default provision of the Contract, to terminate the Contract for default.

## 11. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

## 12. Copyright in Material

- (a) In this section, "Material" means anything that is created by the Contractor as part of the Work under the Contract, that is required by the Contract to be delivered to Canada and in which copyright subsists, excluding any computer software code and all documentation manuals or guides intended to assist end users or technicians in respect of that codes. "Material" does not include anything by the Contractor before the date of the Contract.
- (b) Copyright in the Material belongs to Canada and the Contractor must include the copyright symbol and either of the following notice on the Material: © Her Majesty the Queen in right of Canada (year) or © Sa majesté la Reine du chef du Canada (année).
- (c) The Contractor must not use, copy, divulge or publish any Material except as is necessary to perform the Contract. The Contractor must execute any conveyance and other documents relating to copyright in the Material as Canada may require.
- (d) The Contractor must provide at the request of Canada a written permanent waiver of moral rights, in a form acceptable to Canada, from every author that contributed to the Material. If the



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Contractor is the author of the Material, the Contractor permanently waives its moral rights in the Material.

### 13. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) supplemental general conditions 4002 (2010-08-16);
- (c) supplemental general conditions 4006 (2010-08-16);
- (d) General Conditions 2035 (2012-11-19), Higher Complexity - Services;
- (e) Annex B, Statement of Work (SOW) including its appendices in the order they appear;
- (f) Annex A, Basis of Payment;
- (g) Annex C, Security Requirements Check List;
- (h) the signed Task Authorizations including required Certifications;
- (i) Supply Arrangement Number EN578-055605/348/EL (the "Supply Arrangement"); and
- (j) The Contractor's bid dated March 08, 2013.

### 14. Foreign Nationals (Canadian Contractor)

- (a) SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

### 15. Insurance Requirements

- (a) It shall be the sole responsibility of the Contractor to decide whether or not any additional insurance coverage is necessary for its own protection or to fulfil its obligations under the Contract. Any such insurance shall be provided and maintained by the Contractor at its own expense.
- (b) The following insurance provisions shall not limit any insurance required by federal, provincial or municipal law.
- (c) The Contracting Authority may request at any time, evidence that the insurance requirements stipulated in the contract are met.
- (d) The evidence of insurance, if requested, is to be provided in the following manner:
  - (i) The Certificate(s) of insurance signed by the insurer's underwriter containing reasonable detail of the insurance coverage, exclusions, deductibles and conditions applying to such policies and confirming that the insurance is in force to meet these requirements; or
  - (ii) A certified true copy of the policy



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- (e) **Commercial General Liability (CGL):** Commercial General Liability insurance will be effected by the Contractor and maintained in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but, in any case, for a limit of liability NOT LESS THAN \$2,000,000.00 per accident or occurrence and in the annual aggregate.
- (f) **CGL Endorsements:** The following endorsements must be incorporated into the conditions of the Contractor's Commercial General Liability insurance policy:
- (i) Additional Insured Endorsement: Canada is included as an additional insured, but only with respect to liabilities that may arise from the contractor's own negligence, in the performance of the contract.
  - (ii) Notice of Cancellation Endorsement: The Insurer agrees to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - (iii) Cross Liability Endorsement: Without increasing the limit of liability, the policy will protect all insured parties to the full extent of coverage provided. Further, the policy will apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - (iv) Joint and Several Liability Endorsement: The policy will respond to liability arising from negligence of the insured contractor, any Insured, or joint negligence of Insured parties.
  - (v) Contractual Liability Endorsement: The policy will, on a blanket basis or by specific reference to this contract, extend to assumed liabilities with respect to contractual insurance provisions.
  - (vi) Contingent Employer's Liability Endorsement: To protect the contractor for liabilities arising in the management and administration of statutory and contractual entitlements of their employees.
  - (vii) Voluntary Medical Payments, \$5,000 per person, \$25,000 per accident: To provide, without contestation, for expenses incurred in instances of minor accidental bodily injuries.
  - (viii) Products and Completed Operations Broad Form (24 months): While not limited to this, the endorsement should include service, assembly and repair activities as well as material, parts or equipment furnished in connection with the work performed by the Contractor or on its behalf.
  - (ix) Independent Contractors Liability Endorsement (if any): Unless otherwise insured elsewhere, and evidence thereof is secured by the Contractor, all subcontractors are included as Insured by the policy.
  - (x) Non-Owned Automobile Endorsement: To protect the contractor for liabilities arising by their use of vehicles owned by other parties including Canada.
- (g) **Errors and Omissions insurance:** Errors and Omissions Liability insurance will be effected by the Contractor and maintained in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but, in any case, for a limit of liability NOT LESS THAN \$2,000,000.00 per loss and in the annual aggregate, inclusive of defence costs. If this is a claims made policy and the duration of the contract exceeds the policy term, in the event of cancellation or non-renewal of the policy, an Extended Claims Reporting Endorsement, minimum twelve (12) months, must be secured by the Contractor.
- (h) **Errors and Omissions Endorsements:** The following clauses must be incorporated into the conditions of the Contractor's Errors and Omissions Liability coverage:



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- (i) Notice of Cancellation Endorsement: The Insurer agrees to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

## 16. Limitation of Liability - Information Management/Information Technology

- (a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.
- (b) **First Party Liability:**
  - (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
    - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
    - (B) physical injury, including death.
  - (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
  - (iii) Each of the Parties is liable for all direct damages resulting from any breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of any unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
  - (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
  - (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor in any way relating to the Contract, including:
    - (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
    - (B) any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000,000.00.



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In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.

- (vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c) **Third Party Claims:**

- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- (ii) If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Sub-article (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

**17. Professional Services - General**

- (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- (b) If the Contractor fails to deliver any deliverable or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.
- (c) In General Conditions 2035, Article 08 is deleted and the following applies instead:
  - (i) If a specific individual is identified in the Contract to perform the Work, the Contractor must provide his or her services within ten working days of the issuance of the Contract or Task Authorization (whichever first contains instructions for that individual to



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commence Work) unless the Contractor is unable to do so due to the sickness, death, extended leave (including parental leave or disability leave), retirement, resignation or dismissal for cause of the individual.

- (ii) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, within five working days of the departure of an existing resource (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) the Contractor must provide to the Contracting Authority:

- (A) the name, qualifications and experience of a proposed replacement immediately available for work; and
- (B) proof that the proposed replacement has the required security clearance granted by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed the score obtained for the original resource.

- (iii) Where Canada becomes aware that an individual identified under the Contract to provide the services has not been provided or is not performing, the Contracting Authority may elect to:

- (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract for default, or
- (B) require the Contractor propose a replacement acceptable to Canada to be rated by the Technical Authority. The replacement must have qualifications and experience that meet or exceed the score obtained for the original resource.

- (iv) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a replacement stop performing the Work. In such a case, the Contractor must immediately comply with the order and secure a further replacement in accordance with subsection 2. The fact that the Contracting Authority does not order that a replacement stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

- (v) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

## 18. Safeguarding Electronic Media

- (a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

## 19. Representations and Warranties

The Contractor made statements regarding its and its own proposed resources' experience and expertise in its bid that resulted in the award of the Contract and issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in



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awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

## 20. Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

## 21. Contractor's Identification Protocol Responsibility

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as the Contractor Representatives) complies with the following self identification requirements:

- (a) Contractor Representatives who attend a Government of Canada meeting whether internal or external to Canada's offices must identify if an individual is not a permanent employee of the Contractor prior to the commencement of the meeting to ensure that each meeting participant is aware of the fact that the individual is not a Contractor permanent employee;
- (b) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (c) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- (d) If the Contractor is, in Canada's determination, in breach of any obligation stated in this Article, upon written notice from Canada, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
- (e) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

## 22. Transition Services at the end of Contract Period

The Contractor agrees that, in the period leading up to the end of the Contract Period and for up to three months afterwards, it will make all reasonable efforts to assist Canada in the transition from the Contract to a new contract with another supplier. The Contractor agrees that there will be no charge for these services.



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## 23. Termination for Convenience

With respect to Article 30 of General Conditions 2035, if applicable, or Article 32 of 2030, if applicable, subarticle 4 is deleted and replaced with the following subsections 4, 5 and 6:

4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.

5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of

(a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or

(b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.

6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

## 24. Handling of Personal Information

(a) The Contractor acknowledges that Canada is bound by the Privacy Act, R.S., 1985, c. P-21, with respect to the protection of personal information as defined in the Act and will comply with any requirement established by the Contracting Authority that is reasonably required to ensure that Canada meets its obligations under that Act. The Contractor must keep private and confidential any such personal information collected, created or handled by the Contractor under the Contract, and must not use, copy, disclose, dispose of or destroy such personal information except in accordance with this clause and the delivery provisions of the Contract.

(b) All such personal information is the property of Canada, and the Contractor has no right in or to that information. The Contractor must deliver to Canada all such personal information in whatever form, including all working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to the Contract, upon the completion or termination of the Contract, or at such earlier time as Canada may request. Upon delivery of the personal information to Canada, the Contractor will have no right to retain that information in any form and must ensure that no record of the personal information remains in the Contractor's possession.



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## ANNEX A

### BASIS OF PAYMENT

#### 1. Professional Services

In accordance with the contract, the Contractor will be paid the following firm all-inclusive per diem rates for work performed pursuant to this Contract, GST/HST extra.

#### STREAM 7

FOR THE INITIAL CONTRACT PERIOD (2 YEARS)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

FOR THE OPTION YEAR 1 (1 YEAR)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

FOR THE OPTION YEAR 2 (1 YEAR)		
Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	



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### FOR THE OPTION YEAR 3 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

### FOR THE OPTION YEAR 4 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	

### FOR THE OPTION YEAR 5 (1 YEAR)

Category of Personnel	Level	Firm Per Diem Rate
Application/Software Architect	3	
Programmer / Analyst (JAVA)	2	
Programmer / Analyst (JAVA)	3	
Programmer / Analyst (COBOL)	3	
Systems Analyst	2	
Systems Analyst	3	
Systems Analyst (COBOL)	3	



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**ANNEX B**

**STATEMENT OF WORK**

**(See attached hereto)**



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## **ANNEX C**

### **SECURITY REQUIREMENTS CHECK LIST (SRCL)**

**(See attached hereto)**



## **ANNEX B - STATEMENT OF WORK**

### **1.0 TITLE**

- 1.1 Canada Border Services Agency (CBSA) – IT Services Supply Chain.

### **2.0 BACKGROUND**

- 2.1 CBSA is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

- 2.2 CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructure.

- 2.3 On February 4, 2011, the Prime Minister of Canada and the President of the United States issued a declaration called "Beyond the Border: A Shared Vision for Perimeter Security and Economic Competitiveness", also called the "Declaration". The Declaration established a new long-term partnership built upon a perimeter approach to security and economic competitiveness. This means working together, not just at the border, but also beyond the border to enhance our security and accelerate the legitimate flow of people, goods and services. Leaders called for the development of a joint action plan to realize this goal.
- 2.4 CBSA has a requirement for informatics professional support specialist services and the deliverables associated with them; such services (and Deliverables as listed in 6.0 below) taken together referred to as Services. The Services will support projects and program initiatives that relate to the Declaration including those listed at 5.0 below.



### 3.0 OBJECTIVE

- 3.1 The Contractor must provide the Services to support the CBSA's business and technology requirements under the CBSA mandate by ensuring that operational demands are maintained and internally available resources and skill sets are supplemented. Technical advancements are required to manage activities such as risk assessment and intelligence, trusted programs, port of entry operations, criminal investigations and immigration enforcement, trade and recourse. As a result, CBSA requires the Services for up to seven work streams at various levels to supplement internal capacity.
- 3.2 The Services are required to support the CBSA's strategic priorities, technology requirements and ensure forward momentum for effective border management. As a multi-disciplinary organization, technology changes have significant impacts on programs, projects and other operations. The Contractor must be equipped to provide technical expertise to support not only existing initiatives, but also future undertakings and transitions.

### 4.0 BUSINESS AND TECHNICAL ENVIRONMENT

#### 4.1 Business Environment

- 4.1.1 CBSA's regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday).
- 4.1.2 The Contractor must provide the Services within the Standard Workday of CBSA, as identified above, with the occasional requirement to provide Services outside the Standard Workday, as specified in any resultant Task Authorization (TA).
- 4.1.3 **Work Outside Standard Workday Hours**
  - (a) All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
  - (b) The Technical Authority will advise the Contractor as soon as possible of any overtime requirements. All overtime must be pre-approved by the Technical Authority.
  - (c) The per diem rates paid for work outside Standard Workday Hours will be the same as the per diem rates indicated in Annex A.
  - (d) Under some special circumstances, the Contractor's resources must be available (On-Call) to be called back to work, outside the Standard Workday, at the regular per diem rate, as established in the Contract.
  - (e) The Technical Authority will advise the Contractor as soon as possible of any On-Call requirements and their duration. All On-Call must be pre-approved by the Technical Authority.
  - (f) The per diem rates paid for actual hours of On-Call Work performed will be the same as the per diem rates indicated in Annex A. The Contractor will not be paid for the actual hours of the On-Call standby period (wait time), but will be paid an initial 3 hours minimum charge for On-Call Work approved by the Technical Authority.



## 4.2 Technical Environment

- 4.2.1 The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).
- 4.2.2 All Deliverables provided by the Contractor will become integrated within CBSA's technical and operational environment as specified by CBSA.
- 4.2.3 The technical environment at CBSA is comprised of several technologies including but not limited to:
- JAVA on IBM Z O/S, SUN Solaris Server, or Microsoft Server
  - COBOL on IBM Z O/S Mainframe
  - DB2 and Sybase RDBMS/ IBM DB2 on z/OS (version 8 or more), Sybase on RDMS
  - IBM Rational Software Architect
  - WebSphere
  - IBM Websphere Application Server on zOS (version 6 or more)
  - IBM Websphere Test Environment (version 6 or more)
  - IBM Websphere MQ on zOS (version 6 or more)
  - CVS NT
  - IBM Plugin for HTTP
  - HTTPS (SSL)
  - Wily Introscope
  - Oracle WebLogic
  - JAVA policy files
  - ACSII to EBCDIC (code pages)
  - CA Siteminder
  - CTG (CICS Transaction Gateway)
  - Microsoft C++
  - RESTFUL Web Services
  - Electronic Data Interchange (EDI) - MQ Series
  - SAP ECC 6.0
  - SAP Convergent Invoicing
  - SAP NetWeaver Portal
  - Financial Sector Collection and Disbursement
  - Public Sector Records Management
  - Public Sector Collection Disbursement (PSCD)
  - External Community Members
  - Debt Recovery Management
  - SAP Convergent Invoicing
  - Debt Recovery Management
  - Business Rule Framework (BRF) and SAP NetWeaver Business
  - Management SAP NetWeaver BRM for ABAP
  - Rules Financial Accounting (FI)
  - Controlling (CO)
  - Sales and Distribution (SD)
  - Smart Form
  - JavaScript
  - XML
  - Microsoft Office Suite
  - Professional ADOBE Acrobat



- Solution Manager
- CRM user (Marketing, Sales and Service, Interaction Centre Processing)
- Property Tax
- FSCM (Biller Direct, Dispute and Credit Management)
- TPOS – Taxpayer Online Services
- ERP 6.0 + current enhancement package
- Impromptu
- Oracle
- Visio
- PBWin
- Oracle CASE
- Rational Rose
- RUP
- IBM DB2
- ERWin Data Modelling tool
- Strong 2-factor security/authentication
- Microsoft TSP using Citrix extensions
- Smartcard hardware drivers
- Entrust migrations EDS (Entrust Desktop Security) and ESP (Entrust Service Provider)
- Latency
- Card migration, certificates
- Card usage using old and new software versions
- Authentication for application access
- Encryption and decryption functions
- ICA client
- Workstation “start” menu
- Virtual desktop
- Virtual environment
- Virtual serial channels
- Locally-connected devices and peripherals, including drivers
- CAPI stores and remote cache
- DNS and network routing
- Secure Remote Access
- Active Directory/Group Policy Object
- Oracle Solaris
- Microsoft PowerPoint, Visio, Word, Excel, Internet Explorer, Windows 2000 and XP, Microsoft Terminal Services Platform, Citrix Extensions
- HP Quick Test Professional.
- HP Quality Center
- US and UN API EDIFACT Message Formats that pertain to the Airline
- HTML
- IBM DB2
- J2EE
- Java
- MS Access
- MS SQL
- Message Queue (formerly MQ Series)
- Mobile Platform application Development.NET
- Netron/CAP



- PNR – Passenger Name Record formats that pertain to Airline Industry
- PowerBuilder Rational Rose
- RSA ( Rational Software Architect)
- XML
- WSAD (WebSphere Studio Application Development)
- MIL-STD-498
- Transaction Processing Systems
- Risk Assessment Systems
- Portal Systems
- Web Services

4.2.4 The future technical environment at CBSA may be comprised of the following additional technologies:

- a) Web Access Manager (WAM) and associated integrated technologies
- b) Java on UNIX with Servlets; Oracle Portal on UNIX with JSR168 compliant portlets
- c) COBOL on IBM Z O/S Mainframe
- d) Data Acquisition Custom off the Shelf (COTS) software products for such items as data translation and data quality
- e) Client Support COTS software products
- f) Various other COTS products such as Business Rules Engine, Integrated Voice Recognition and Transponder Technology.

## 5.0 SCOPE OF WORK

5.1 The Contractor must, on an "as and when requested" basis and as described in any fully executed TA form(s), provide the Services to CBSA's satisfaction. Resources may be called upon to satisfy any combination of the tasks identified in 5.3 below.

The Contractor's Services to support program initiatives and projects related to the Declaration will include technological support to sustain operational requirements, human resource management activities, corporate affairs, comptrollership activities, CBSA programs, and project development.

The Contractor must store all technical or research documentation gathered or produced during the provision of the Services in CBSA's repository.

5.2 Key program initiatives to be supported include but are not limited to eManifest, Beyond the Border, Postal Modernization, CBSA Assessment and Revenue Management (CARM), Refugee Reform, Accounts Receivable Ledger and OGD Single Window.

In addition to these specific program initiatives, program initiatives that may be related to the declaration include but are not limited to:

- ω Database and data administration and management
- ω Research and development for new computer hardware and software
- ω Release and change management for IT applications and infrastructure
- ω Client desktop support
- ω Production support
- ω Maintenance and system enhancement
- ω Application and system testing
- ω Computer science program initiatives



- Ⓞ Business Intelligence program initiatives
- Ⓞ Data warehouse program initiatives
- Ⓞ Design and implementation of solutions
- Ⓞ Systems integration, development, maintenance and implementation
- Ⓞ E-business Integration and eportal Solutions
- Ⓞ Enterprise, Business, Solutions, Information and Security Architecture
- Ⓞ Information and Records Management
- Ⓞ Quality Management
- Ⓞ Infrastructure change and management
- Ⓞ Configuration Management
- Ⓞ Deployment and site management
- Ⓞ LAN Services and secure Network development
- Ⓞ Legacy Systems management
- Ⓞ Managing and delivering projects
- Ⓞ Capacity management
- Ⓞ Just in time data transmission initiatives
- Ⓞ System outage fixes
- Ⓞ Enterprise-wide capability initiative

CBSA's projects which may support the Declaration include but are not limited to:



Single Window Initiative	Abbotsford-Huntingdon (AH)	Cornwall Relocated Temporary Port of Entry	Tariff and Risk Assessment for HST
Advance Passenger Information/Passage Name Record (API/PNR)	Manitoba Small Ports Project	National Targeting Implementation Program (NTIP)	Shift Planning
Emanifest	Pacific Highway	Data Centre Recovery (DCR)	Arming
Postal Modernization Initiative	Beaver Creek	IT-Prerequisites	CBSA Assessment and Revenue Management (CARM)
Temporary Resident Biometrics Project (TRBP)	Lacolle	Incident Management Reporting System (IMRS)	Beyond the Border
Refugee Reform	Rigaud	Correspondence Tracking	
Automated Border Clearance (ABC)	Prescott	Recourse Content Management System (RCMS)	
Secure Communications	Accounts Receivable Ledger (ARL)	Secure Systems Transition Project	
Trusted Travelers Kiosk Replacement	Doubling Up	Information Management Program	
Kingsgate	Job Hazard Analysis Three	Environmental Information Management System (EIMS)	

- 5.2 In supplying resources, the Contractor must supply:
- a) A single resource to work independently; or
  - b) A single resource as part of, or to lead, a team; or
  - c) A group of resources to act as a team; or
  - d) A group of resources to supplement a team; or
  - e) Multiple resources to act in any combination of the above.

### 5.3 Resource Categories and Tasks

**STREAM 1 – Project Architecture [Intentionally deleted]**

**STREAM 2 – SAP [Intentionally deleted]**

**STREAM 3 - Project Management [Intentionally deleted]**



**STREAM 4 – Network [Intentionally deleted]**

**STREAM 5 Business [Intentionally deleted]**

**STREAM 6 - Infrastructure [Intentionally deleted]**

**STREAM 7 – Common Services**

**5.3.9 The Application/Software Architect – Level 3 will be responsible for, but not be limited to, doing the following:**

- 5.3.9.1 Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements;
- 5.3.9.2 Identify the policies and requirements that drive out a particular solution;
- 5.3.9.3 Analyze and evaluate alternative technology solutions to meet business problems;
- 5.3.9.4 Ensures the integration of all aspects of technology solutions;
- 5.3.9.5 Analyze functional requirements to identify information, procedures and decision flows;
- 5.3.9.6 Evaluate existing procedures and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary;
- 5.3.9.7 Define and document interfaces of manual to automated operations within application sub-systems, to external systems and between new and existing systems;
- 5.3.9.8 Define input/output sources, including detailed plan for technical design phase, and obtain approval of the system proposal;
- 5.3.9.9 Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc.

**5.3.10 Programmer/Analyst – JAVA - Level 2 & 3 will be responsible for but not be limited to doing the following:**

- 5.3.10.1 Create and modify code and software;
- 5.3.10.2 Create and modify screens and reports;
- 5.3.10.3 Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications;
- 5.3.10.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 5.3.10.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 5.3.10.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications.

**5.3.11 Programmer/Analyst – COBOL - Level 3 will be responsible for but not be limited to doing the following:**

- 5.3.11.1 Create and modify code and software;



- 5.3.11.2 Create and modify screens and reports;
- 5.3.11.3 Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications;
- 5.3.11.4 Design methods and procedures for small computer systems, and sub-system of larger systems;
- 5.3.11.5 Develop, test and implement small computer systems, and sub-systems of larger systems;
- 5.3.11.6 Produce forms, manuals, programs, data files, and procedures for systems and/or applications;
- 5.3.11.7 Develop plans for and implement the migration of data from a COBOL/OS2 platform to a JAVA/OS2 and/or COTS application.

**5.3.12 The Systems Analyst - Generic– Level 2 will be responsible for, but not be limited to, doing the following:**

- 5.3.12.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.12.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.12.3 Translate business requirements into systems design and specifications;
- 5.3.12.4 Analyse and recommend alternatives and options for solutions;
- 5.3.12.5 Develop technical specifications for systems development, design and implementation;
- 5.3.12.6 Prepare briefings and presentations to technical and managerial audiences.

**5.3.13 The Systems Analyst - Generic– Level 3 will be responsible for, but not be limited to, doing the following:**

- 5.3.13.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.13.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.13.3 Translate business requirements into systems design and specifications;
- 5.3.13.4 Analyse and recommend alternatives and options for solutions;
- 5.3.13.5 Develop technical specifications for systems development, design and implementation;
- 5.3.13.6 Mentor and teach development teams, clients and co-workers;
- 5.3.13.7 Preparing, publishing and presenting briefings and presentations to technical and managerial audiences.

**5.3.14 The Systems Analyst - COBOL– Level 3 will be responsible for, but not be limited to, doing the following:**



- 5.3.14.1 Develop requirements, feasibility, cost, design, and specification documents for systems;
- 5.3.14.2 Implement systems to support projects, departments, organizations or businesses;
- 5.3.14.3 Translate business requirements into systems design and specifications;
- 5.3.14.4 Analyse and recommend alternatives and options for solutions;
- 5.3.14.5 Develop technical specifications for systems development, design and implementation;
- 5.3.14.6 Mentor and teach development teams, clients and co-workers;
- 5.3.14.7 Preparing, publishing and presenting briefings and presentations to technical and managerial audiences;
- 5.3.14.8 Develop plans for and implement the migration of data from a COBOL/OS2 platform to a JAVA/OS2 and/or COTS application.

## 6.0 DELIVERABLES

- 6.1 Deliverables will be identified within TAs issued under the Contract as specified in Appendix A of Annex B, Article 1. The Contractor must ensure that all Deliverables submitted are in conformity with the instructions issued by the Technical Authority as specified in the TA. The scope of work attached to each TA will identify the particular deliverable(s), tasks, and other relevant areas of consideration, e.g. language of deliverables that are required to be implemented by the Contractor in the provision of Services.

- 6.1.1 Deliverables may include, but will not be limited to the following:

- Project plans;
- Analysis documents;
- Requirements studies;
- Use cases;
- Test plans and scripts;
- Architecture Variance;
- Business Context Models such as Business Use Case (BUC) Models;
- Preliminary Options Analysis (POA);
- Conceptual System Design (CSD);
- Technical Design Document (TDD);
- Consultation Documentation;
- Initial Project Plans (IPP) technical content;
- Development Strategy;
- Context Models;
- Usability Engagement Plan;
- Usability Value and Risk Assessment;
- Business User Model;
- Critical Success Factors;
- Documentation according to CBSA's set of best practices, standards and methodologies;
- Development of technical documentation and procedures;
- Complete analysis of current environments and recommendations for increasing and optimizing performance;



- Perform monitoring of query usage and recommend ways to modify tables for increased performance (e.g., adding indices, joining tables, adding foreign keys, etc;
- Costing/Financial reports

6.1.2 Resources will be required to produce the Deliverables in various formats. These include, but are not limited to:

- Microsoft Word
  - Microsoft Excel
  - Microsoft PowerPoint
  - Adobe Acrobat

6.2 The Contractor must submit all Deliverables to the Technical Authority in accordance with the timing as set out in each TA. All text Deliverables shall be delivered in both hard and electronic copy or to the specifications of CBSA. All Deliverables must be accurate, truthful and in accordance with the specifications required by the Contract.

## **7.0 GREEN PROCUREMENT AND SERVICES**

7.1 The Contractor must ensure, where possible, that all materials employed and work methods used by both the Contractor and its deployed personnel and resources will comply with CBSA's and the Government of Canada's Green Procurement Strategy.



## APPENDIX A OF ANNEX B

### TASKING PROCEDURE

#### 1. Task Authorization (TA) Initiation

Where a requirement for a specific task has been identified, a TA will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Task Authorization". A Task Authorization Form (TA Form) as attached at Appendix B of Annex B will be prepared by the Technical Authority and sent to the Contractor. The TA Form will contain the following information, if applicable:

- (i) a task number;
- (ii) the date by which the Contractor's quotation must be received by the Technical Authority;
- (iii) the Categories of Resources and the number required;
- (iv) a detailed Statement of Work (SOW) for the task outlining the work activities to be performed and describing the Deliverables (such as reports) to be submitted, including the required format and media;
- (v) the required start and completion dates (if any);
- (vi) a schedule of milestone completion dates for major work activities, deliverables and payments (if applicable);
- (vii) the number of person-days of effort required;
- (viii) whether the work performance will require on-site activities at a given location;
- (ix) a description of any travel requirement, including the content and format of any required travel report;
- (x) the level of security clearance required of the Contractor's personnel;
- (xi) the language profile required of the Contractor's personnel;
- (xii) any funding sources against which the task will be tracked;
- (xiii) The maximum TA price payable to the Contractor for performing the task, indicating how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- (xiv) any other constraints that might affect the completion of the task.

#### 2. The Contractor's TA Quotation

- 2.1 If a requirement for a specific task is identified, a draft "statement of task" will be prepared by the Technical Authority and sent to the Contractor. Once it receives the statement of task, the Contractor must submit a quotation to the authority identified in the TA detailing the cost and time to complete the task. No rates applicable to resources contracted for under another contract may be provided for assessment. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the TA. The Contractor must provide any information requested by Canada in relation to the preparation of a TA within 2 working days of the request.
- 2.2 For each proposed resource the Contractor must supply a resume, the requested security clearance information and must complete the Response Tables at Appendix C of this Annex B applicable to the Categories of Resources identified in the TA. The resumes should demonstrate that each proposed individual meets the qualification requirements described



(including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to résumés and resources:

- (A) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (refer to Appendix D to Annex "A", Certifications). For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource by the time of issuance of the draft "statement of task".
  - (B) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of the quotation and must continue, where applicable, to be a member in good standing of the profession's governing body throughout the Contract Period.
  - (C) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
  - (D) For any requirements that specify a particular time period (e.g., two years) of work experience, Canada will disregard any information about experience if the individual's résumé does not include the relevant dates for the experience claimed (i.e., the start date and end date). Canada will assess only the duration that the resource actually worked on the project or projects (from his or her start date to end date, in stead of the overall start and end date of a project or a combination of projects in which a resource has participated).
  - (E) For work experience to be considered, a résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.
- 2.3 The quotation must be signed and submitted to the Technical Authority within the time for response identified in the TA Form. The Contractor will be given a minimum of 48 hours turnaround time to submit a quotation.
- 2.4 As part of the provision of Services, the Contractor may be required as part of the TA work to submit to the Technical Authority, a service delivery plan, within ten (10) business days of a TA being issued by CBSA. This plan must identify team structure, detailed work schedule, quality assurance mechanisms, and any other information identified in the TA, needed in order to present the Contractor's intended strategy to fulfill requirements stipulated in the TA form authorized by the Technical Authority.
- 2.5 The Contractor must submit with its quotation for each proposed resource:
- (i) the level of security clearance granted or approved by CISD/PWGSC; and
  - (ii) a completed signed TBS 330-23 Form – Personnel Screening Consent and Authorization (<http://www.tbs-sct.gc.ca/tbsf-fsct/330-23-eng.pdf>).



CBSA will conduct a personnel Reliability Status assessment on the proposed resources, which may include a credit check. In the event a resource does not pass the assessment, the Contractor's quotation will be found to be non-responsive.

### **3. Assessment**

- 3.1 The qualifications and experience of the proposed resources will be assessed against the requirements set out in the TA Form to determine each proposed resource's compliance with the criteria identified in Appendix C to this Annex B.
- 3.2 If reference checks are requested, Canada will conduct the reference check in writing by e-mail (unless the contact at the reference is only available by telephone). A Bidder will not be responsive to a mandatory technical criterion nor will it be awarded any points for a point-rated technical criterion unless the response is received to an e-mail reference check request within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Bidder by e-mail, to allow the Bidder to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Bidder, the information supplied by the reference will be the information evaluated. The mandatory technical criteria will not be considered met nor will points be awarded for point-rated technical criteria if the reference customer is not a customer of the Bidder itself (for example, the customer cannot be the customer of an affiliate of the Bidder). Nor will the mandatory technical criteria be met or points for point-rated technical criteria be awarded if the customer is itself an affiliate or other entity that does not deal at arm's length with the Bidder. Canada references will be accepted.
- 3.3 During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.
- 3.4 Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the minimum threshold score for the point rated criteria for the applicable resource category. If the minimum threshold score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.

### **4 Acceptance**

- 4.1 Once the Technical Authority has accepted the quotation, the TA Form will be signed by Canada and provided to the Contractor for signature. All TA Forms estimated at (\$1,200,000) or less will be approved and signed by the Technical Authority who will send a copy of the signed TA to the Contracting Authority. All TA Forms estimated at over (\$1,200,000) will be signed by the Technical Authority and the Contracting Authority.
- 4.2 The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a fully signed TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.



**APPENDIX B OF ANNEX B**  
**TASK AUTHORIZATION FORM**  
**(SEE ATTACHED HERETO)**



**APPENDIX C OF ANNEX B**

**RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLES**

**(TO BE USED WHEN THE CONTRACT IS AWARDED)**

**(SEE ATTACHED HERETO)**



## **APPENDIX D OF ANNEX B**

### **CERTIFICATIONS AT THE TA STAGE**

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the TA Form when it is submitted to Canada.

#### **1. CERTIFICATION OF EDUCATION AND EXPERIENCE**

The Contractor certifies that all statements made with regard to the education and the experience of individuals proposed for completing the subject work are accurate and factual, and we are aware that the Department of Public Works and Government Services reserves the right to verify any information provided in this regard and that untrue statements may result in the TA response being declared non-responsive or in other action which the Minister may consider appropriate.

_____	_____
Print name of authorized individual & sign above	Date

#### **2. CERTIFICATION OF AVAILABILITY AND STATUS OF PERSONNEL**

##### **AVAILABILITY OF PERSONNEL**

The Contractor certifies that, should it be authorized to provide services under any Task Authorization resulting from this Contract, the persons proposed in the TA response will be available to commence performance of the work within a reasonable time from the date of acceptance of the Task Authorization, or within the time specified in the TA Form, and will remain available to perform the work in relation to the fulfillment of the requirement.

_____	_____
Print name of authorized individual & sign above	Date

#### **3. STATUS OF PERSONNEL**

If the Contractor has proposed any person in fulfillment of this requirement who is not an employee of the Contractor, the Contractor hereby certifies that it has written permission from such person (or the employer of such person) to propose the services of such person in relation to the work to be performed in fulfillment of this requirement and to submit such person's resume to the Contracting Authority. As well, the Contractor hereby certifies that the proposed person is aware that overtime may be required and is willing to comply.

_____	_____
Print name of authorized individual & sign above	Date



#### 4. CERTIFICATION OF LANGUAGE – ENGLISH OR FRENCH OR BILINGUAL

The language of work and correspondence for the Contract is English or French or both, should there be a specific language requirement for a given task, it will be specified in the Tasking Request. The options are as follows:

The Contractor certifies that the proposed resources in response to this Task Authorization are

*Option 1 - Unilingual English* fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

*Option 2 - Unilingual French* fluent in French. The individual(s) proposed must be able to communicate orally and in writing in French without any assistance and with minimal errors.

*Option 3 - Bilingual* fluent in both official languages of Canada (French and English). The individual(s) proposed must be able to communicate orally and in writing in French and English without any assistance and with minimal errors.

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Print name of authorized individual & sign above

---

Date





**Canada Border Services  
Agency**

**Agence des services  
frontaliers du Canada**

**Task Authorization  
commande services**

Page  
**1**

To: - À:			Contact - Personne-ressource		Standing offer No. - N° d'offre permanente	Validity Period - Période de validité (D/M/Y J/M/A) From - De: To - À:	Order No. N° de la demande
					Amendment Date/ Time Date de la modification/ Temps	Previous Value - Valeur précédente	Order date Date de la demande (D/M/Y J/M/A)
Vendor No. - N° du fournisseur	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Tel. No - N° du Tél.*	Fax. No. - N° de télécop.	Inc./Dec. - Aug./Dim.	Revised value - Montant révisé	Date required Demandé pour le (D/M/Y J/M/A)

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Ext.Price Prix prévu
00010	Category/Catégorie: Resource/Ressource: Level of Security/Niveau de sécurité: Security File Number/Numéro de dossier de sécurité: Work Location/Endroit de travail: Language Requirements/Exigences de langue: Other Conditions/Constraints/Autre conditions/constraints: Financial Coding/Code financier:  Please refer to the Statement of Work attached./ Veuillez référer à l'Énoncé des travaux ci-joint.				

Delivery Address - Adresse de livraison (UNLESS SPECIFIED DIFFERENTLY ABOVE - SAUF INDICATION CONTRAIRE)	Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out and sent to Factures - Remplir et envoyer l'original et deux copies à	FOB - FAS	Amount - Montant <b>CAD</b>
		Terms of payment - Modalités de paiement <b>Net 30 days</b>	T. taxes - T. taxes <b>CAD</b>
			T.Amount - Montant T. <b>CAD</b>

<p align="center"><b>Your proposal is accepted</b></p> <p>to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.</p> <p align="center"><b>Nous acceptons votre proposition</b></p> <p>de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).</p>	
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## APPENDIX C OF ANNEX B

### RESOURCE ASSESSMENT CRITERIA AND RESPONSE TABLES

#### STREAM 7 – COMMON SERVICES

##### Mandatory Criteria for the Application Software Architect – Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M1	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the design and development of software solution(s).		
M2	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the development and maintenance of Logical System Designs* in order to satisfy business requirements.</p> <p>*Logical System Design is defined as a document that defines the system architecture, components, modules, interfaces and data in an abstract representation.</p>		



<b>M3</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the development of integrated software solution(s) by amalgamating multiple stakeholder perspectives.</p> <p>The stakeholders could be the following:</p> <ul style="list-style-type: none"> <li>- Business clients and architects</li> <li>- Technical and Enterprise architects</li> <li>- Infrastructure engineers</li> <li>- Data modelers and database analysts</li> <li>- Applications developers and testers</li> </ul> <p>The Contractor must demonstrate the processes and methodology used as well as the type of documents produced by the proposed resource.</p>		
<b>M4</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last five years, in the design and development of software for High Availability* and High Volume** transaction processing application(s).</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p> <p>**High Volume is defined as a system that supports more than 100 users across multiple locations and process, and has a minimum of 200,000 transactions per day.</p> <p>The Contractor must provide a brief description of</p>		



	the applications the proposed resource worked on.		
<b>M5</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in the design and development of software within a Large*, multi-application, multi-tier, IT environment.</p> <p>*Large is defined as an environment that has 100 or more project personnel and projects valued at \$50 Millions or more.</p>		
<b>M6</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the design of IT systems based on the Java technology.		

### Point Rated Criteria for the Application Software Architect – Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME



<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has experience working in application design for Medium to Large Line of Business Application IT Projects*.</p> <p>*Medium to Large Line of Business Application IT Projects is defined as a system developed for 50 or more users.</p>	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3 years = 3 points</p> <p>More than 3 years to 4 years = 4 points</p> <p>More than 4 years to 5 years = 5 points</p> <p>More than 5 to 6 years = 6 points</p> <p>More than 6 to 7 years = 7 points</p> <p>More than 7 to 8 years = 8 points</p>		
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			<p>More than 8 to 9 years = 9 points</p> <p>More than 9 years = 10 points</p>		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has experience in leading Joint Application Design (JAD) sessions.	20	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years = 3 points</p> <p>More than 2 to 3 years = 5 points</p> <p>More than 3 to 4 years = 10 points</p> <p>More than 4 to 5 years = 15 points</p> <p>More than 5 years = 20 points</p>		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in the translation of business	20	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years</p>		



	requirements through the development of system functional models.		<p>= 3 points</p> <p>More than 2 years to 3 years = 5 points</p> <p>More than 3 years to 4 years = 10 points</p> <p>More than 4 years to 5 years = 15 points</p> <p>More than 5 years = 20 points</p>		
<b>R4</b>	<p>The Contractor should demonstrate that the proposed resource has experience in the design and development of software for</p> <p>Multi-Enterprise Integration (MEI).</p>	10	<p>1 year or less = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 4 years = 4 points</p> <p>More than 4 years to 6 years = 6 points</p>		



			<p>More than 6 years to 8 years = 8 points</p> <p>More than 8 years = 10 points</p>		
<b>R5</b>	<p>The Contractor should demonstrate that the proposed resource has experience in designing systems which:</p> <p>a) are Data Intensive Systems:</p> <p>Data Intensive Systems is defined as:</p> <ul style="list-style-type: none"> <li>-Online transaction processing, over a million transactions per year;</li> <li>-Over 100 concurrent users operating;</li> <li>-In a geographically distributed environment and</li> <li>-Containing shared database subsystems;</li> </ul> <p>b) Have a legislative connotation.</p>	15	<p>Points for the Data intensive system:</p> <p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3 years = 3 points</p> <p>More than 3 to 4 years = 4 points</p> <p>More than 4 to 5 years = 6</p>		



			<p>points</p> <p>More than 5 years = 8 points</p> <p>Points for the legislative connotation</p> <p>6 months or less = 0 point</p> <p>more than 6 months to one year = 1 point</p> <p>More than 1 year to 3 years = 2 points</p> <p>More than 3 to 4 years = 3 points</p> <p>More than 4 to 5 years = 5 points</p> <p>More than 5 years = 7 points</p>		
	<b>TOTAL</b>	<b>75</b>			



	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE POINTS ACHIEVED</b>	<b>45</b>			

### **Mandatory Criteria for the Programmer/Analyst (Java) – Level 2**

		<b>CONTRACTOR'S RESPONSE</b>	
<b>ITEM #</b>	<b>MANDATORY CRITERIA</b>	<b>DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)</b>	<b>INSERT PAGE # OF RESUME</b>
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, creating and modifying code and software in a computer environment.		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last seven years, programming in Java.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of two years' experience in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.		



## Point Rated Criteria for the Programmer Analyst (Java) – Level 2

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M1, in creating and modifying code and software in a computer environment.	40	5 years or less = 0 point  More than 5 years to 7 years = 20 points  More than 7 years to 9 years = 30 points  More than 9 years = 40 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess to Mandatory Criteria M3, in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.	20	2 years or less = 0 point  More than 2 years to 4 years = 10 points  More than 4 years to 6		



			years = 15 points		
			More than 6 years = 20 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in designing, developing and implementing Object-Oriented systems and Object Oriented (OO) n-tier applications using OO tools such as Unified Modeling Language (UML) and Rational Unified Process (RUP).	7	6 months or less = 0 point  More than 6 months to 1 year = 2 point  More than 1 year to 2 years = 2 points  More than 2 years to 4 years = 3 points  More than 4 years to 5 years = 4 points  More than 5 years to 6 years = 5 points  More than 6 years to 7 years = 6 points		



			More than 7 years = 7 points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience in using and supporting web frameworks in Java.	10	6 months or less = 0 point  More than 6 months to 1 year = 1 point  More than 1 year to 2 years = 2 points  More than 2 years to 4 years = 4 points  More than 4 years to 6 years = 8 points  More than 6 years = 10 points		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience creating design and developing computer program(s) using applets, HyperText Markup Language (HTML), Servlets and	30	6 months or less = 0 point  More than 6 months to 1 year = 5 points		



	JavaServer Pages/ JavaServer Faces (JSP/JSF).		<p>More than 1 year to 2 years = 10 points</p> <p>More than 2 years to 3 years = 15 points</p> <p>More than 3 years to 4 years = 20 points</p> <p>More than 4 years to 5 years = 25 points</p> <p>More than 5 years = 30 points</p>		
<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience in designing, building and supporting Java 2 Platform, Enterprise Edition (J2EE) application(s) using JSP, servlets, Enterprise Java Beans (EJB), Extensible Markup Language (XML) and web services.	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 1 year = 1 point</p> <p>More than 1 year to 2 years = 2 points</p> <p>More than 2 years to 3</p>		



			years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years to 5 years = 5 points  More than 5 years to 6 years = 7 points  More than 6 years = 10 points		
	<b>TOTAL</b>	<b>117</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>70</b>			
	<b>POINTS ACHIEVED</b>				



### Mandatory Criteria for the Programmer/Analyst (Java) - Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the last fifteen years, in creating and modifying code and software in a computer environment.		
<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the last ten years, in programming in Java.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience in designing and building applications using IBM Websphere Application Server running on Mainframe Zos or Os/390.		



### Point Rated Evaluation Criteria for the Programmer Analyst (Java) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M1, in working with Java creating and modifying code and software in a computer environment.  This additional experience does not have to be within the last fifteen years.	40	7 years or less = 0 point  More than 7 years to 8 years = 20 points  More than 8 years to 9 years = 30 points  More than 9 years to 10 years = 35 points  More than 10 years = 40 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M3, in designing and building applications using IBM Websphere Application Server	20	5 years or less = 0 point  More than 5 years to 7 years = 10 points  More than 7 years to 10 years		



	running on Mainframe Zos or Os/390.		= 15 points  More than 10 years = 20 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience in designing, developing and implementing Object-Oriented systems and Object Oriented (OO) n-tier applications using OO tools such as Unified Modeling Language (UML) and Rational Unified Process (RUP).	10	6 months or less = 0 point  More than 6 months to 4 years = 1 point  More than 4 years to seven years = 2 points  More than 7 years to 9 years = 3 points  More than 9 years to 10 years = 6 points  More than 10 years = 10 points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience in using and supporting web frameworks in Java.	7	6 months or less = 0 point  More than 6 months to 2 years = 1 point		



			<p>More than 2 years to 4 years = 2 points</p> <p>More than 4 years to 5 years = 3 points</p> <p>More than 5 years to 6 years = 4 points</p> <p>More than 6 years to 7 years = 5 points</p> <p>More than 7 years to 8 years = 6 points</p> <p>More than 8 years = 7 points</p>		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience doing design and development work using applets, HyperText Markup Language (HTML), Servlets and JavaServer Pages / JavaServer Faces (JSP/JSF).	30	<p>6 months or less = 0 point</p> <p>More than 6 months to 2 years = 5 points</p> <p>More than 2 years to 5 years = 10 points</p> <p>More than 5 years to 7 years = 15 points</p>		



			<p>points</p> <p>More than 7 to 8 years = 20 points</p> <p>More than 8 to 10 years = 25 points</p> <p>More than 10 years = 30 points</p>		
<b>R6</b>	<p>The Contractor should demonstrate that the proposed resource has experience designing, building and supporting Java 2 Platform, Enterprise Edition (J2EE) applications. Technologies used must include ALL of the following: JavaServer Pages (JSP), servlets, Enterprise Java Beans (EJB), Extensible Markup Language (XML), web services.</p>	10	<p>6 months or less = 0 point</p> <p>More than 6 months to 2 years = 1 point</p> <p>More than 2 years to 5 years = 2 points</p> <p>More than 5 years to 6 years = 3 points</p> <p>More than 6 years to 7 years = 5 points</p> <p>More than 7 years to 8 years = 7 points</p> <p>More than 8 years</p>		



			= 10 points		
	<b>TOTAL</b>	<b>117</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>70</b>			
	<b>POINTS ACHIEVED</b>				



### Mandatory Criteria for the Programmer/Analyst (COBOL) - Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, performing systems analysis on Large Mainframe IT Project* in Large Information Technology (IT) Environments**.</p> <p>*Large Mainframe IT Projects is defined as a project over \$5 Millions.</p> <p>**Large Information Technology (IT) Environment is defined as having over 2000 users or over 1 billion transactions per year.</p>		
<b>M2</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in coding a system using COBOL.</p>		
<b>M3</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, supporting or developing a system in a CICS/COBOL environment running on a mainframe.</p>		



### Point Rated Evaluation Criteria for the Programmer/Analyst – (COBOL) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
R1	The Contractor should demonstrate that the proposed resource has additional experience, in excess of the Mandatory Criteria M2, in coding a system using COBOL.  This additional experience does not have to be within the last ten years.	10	5 years or less = 0 point  More than 5 years to 6 years = 2 points  More than 6 years to 7 years = 4 points  More than 7 years to 8 years = 6 points  More than 8 years to 9 years = 8 points  More than 9 years = 10 points		
R2	The Contractor should demonstrate that the proposed resource has experience working on Integrated Data Management System (IDMS) or DB2.	10	6 months or less = 0 point  More than 6 months to 2 years = 2 point  More than 2 years to		



			4 years =4 points  More than 4 years to 8 years = 8 points  More than 8 years = 10 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience maintaining and developing software application(s) using Via Soft or Expiditer software.	10	1 year or less = 1 point  More than 1 years to two years = 2 points  More than 2 years to 3 years = 4 points  More than 3 years to 4 years = 6 points  More than 4 years to 5 years = 8 points  More than 5 years = 10 points		
	<b>TOTAL</b>	<b>30</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>18</b>			
	<b>POINTS ACHIEVED</b>				



## Mandatory Criteria for the Systems Analyst – Level 2

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M1	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the development of system designs and specifications.		
M2	The Contractor must demonstrate that the proposed resource has a minimum of three years' experience, within the last five years, in the development of system designs and specifications using Rational Unified Process (RUP) framework and Unified Modeling Language (UML) including storyboarding and System Use Cases (SUC).		
M3	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in the development of system designs and specifications within High Availability* and High Volume Applications** within a Large***, multi-application, multi-tier, mainframe Information Technology (IT) environment.</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p>		



	<p><b>**High Volume Application</b> is defined as a system that supports more than 100 users across multiple locations and processes a minimum of 200,000 transactions per day.</p> <p><b>***Large</b> is defined as an environment that has 300 or more personnel and projects valued at \$50 Millions or more.</p>		
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### Point Rated Criteria for the Systems Analyst – Level 2

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M1, in the development of system designs and specifications.</p> <p>This additional experience does not have to be within the last ten years.</p>	20	<p>5 years or less = 0 point</p> <p>More than 5 years to 6 years = 5 Points</p> <p>More than 6 years to 7 years = 10 Points</p> <p>More than 7 years to 8 years = 15 Points</p> <p>More than 8 years = 20 Points</p>		



<b>R2</b>	The Contractor should demonstrate that the proposed resource has experience in the development of designs and specifications for systems developed using DB2.	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4 years = 6 Points</p> <p>More than 4 years to 5 years = 8 Points</p> <p>More than 5 years = 10 Points</p>		
<b>R3</b>	The Contractor should ensure the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using MQ Series message-oriented middleware.	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4 years = 6 Points</p> <p>More than 4 years to 5 years = 8 Points</p> <p>More than 5 years = 10 Points</p>		



<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience working with development teams, clients and co-workers.	20	<p>1 years or less = 0 point</p> <p>More than 1 year to 3 years = 4 Points</p> <p>More than 3 years to 5 years = 8 Points</p> <p>More than 5 years to 7 years = 12 Points</p> <p>More than 7 years to 9 years = 16 Points</p> <p>More than 9 years = 20 Points</p>		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience preparing briefings and presentations to technical and managerial audiences.	20	<p>1 years or less = 0 point</p> <p>More than 1 year to 3 years = 4 Points</p> <p>More than 3 years to 5 years = 8 Points</p> <p>More than 5 years to 7 years = 12 Points</p> <p>More than 7 years to 9 years = 16 Points</p> <p>More than 9 years = 20 Points</p>		



<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience working in the public sector.	<b>5</b>	1 years or less = 0 point  More than 1 year to 2 years = 2 points  More than 2 years to 3 years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years = 5 points		
	<b>TOTAL</b>	<b>85</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>51</b>			
	<b>POINTS ACHIEVED</b>				

### Mandatory Criteria for the Systems Analyst – Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in leading development of system designs and specifications.		



<b>M2</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last fifteen years, in the development of system designs and specifications.		
<b>M3</b>	The Contractor must demonstrate that the proposed resource has minimum of five years' experience, within the last ten years, in the development of system designs and specifications using Rational Unified Process (RUP) framework and Unified Modeling Language (UML) including storyboarding and System Use Cases (SUC).		
<b>M4</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in leading Joint Application Design (JAD) sessions.		
<b>M5</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years experience, within the last ten years, in the development of system designs and specifications for High Availability* and High Volume Applications** within a Large***, multi-application, multi-tier, mainframe Information Technology (IT) environment.</p> <p>*High Availability is defined as a system that is expected to operate reliably for 24 hours per day, 365 days per years and an associated implementation that ensures a minimum of 99% operational continuity per year.</p> <p>**High Volume Application is defined as a system that supports more than 100 users across multiple locations and processes a minimum of 200,000 transactions per day.</p>		



	***Large is defined as an environment that has 300 or more project personnel and projects valued at \$50 Millions or more.		
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### Point Rated Criteria for the Systems Analyst – Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has additional experience, in excess of the mandatory M1, in leading development of system designs and specifications.</p> <p>This additional experience does not have to be within the last fifteen years.</p>	20	<p>10 years or less = 0 point</p> <p>More than 10 years to 12 years = 4 points</p> <p>More than 12 years to 13 years = 8 points</p> <p>More than 13 years to 14 years = 12 points</p> <p>More than 14 years to 15 years = 16 points</p> <p>More than 15 years = 20 points</p>		
<b>R2</b>	<p>The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using DB2.</p>	10	<p>1 years or less = 0 point</p> <p>More than 1 year to 2 years = 2 Points</p> <p>More than 2 years to 3 years = 4 Points</p> <p>More than 3 years to 4</p>		



			years = 6 Points  More than 4 years to 5 years = 8 Points  More than 5 years = 10 Points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in the development of designs and specifications for systems developed using MQ Series message-oriented middleware.	10	1 years or less = 0 point  More than 1 year to 2 years = 2 Points  More than 2 years to 3 years = 4 Points  More than 3 years to 4 years = 6 Points  More than 4 years to 5 years = 8 Points  More than 5 years = 10 Points		
<b>R4</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in mentoring and teaching development teams, clients and co-workers.	20	1 years or less = 0 point  More than 1 year to 3 years = 4 Points  More than 3 years to 5 years = 8 Points  More than 5 years to 7 years = 12 Points  More than 7 years to 9		



			years = 16 Points  More than 9 years = 20 Points		
<b>R5</b>	The Contractor should demonstrate that the proposed resource has experience, within the last ten years, in preparing, publishing and presenting briefings and presentations to technical and managerial audiences.	20	1 years or less = 0 point  More than 1 year to 3 years = 4 Points  More than 3 years to 5 years = 8 Points  More than 5 years to 7 years = 12 Points  More than 7 years to 9 years = 16 Points  More than 9 years = 20 Points		
<b>R6</b>	The Contractor should demonstrate that the proposed resource has experience within the public sector.	5	1 years or less = 0 point  More than 1 year to 2 years = 2 points  More than 2 years to 3 years = 3 points  More than 3 years to 4 years = 4 points  More than 4 years = 5 points		



	<b>TOTAL</b>	<b>85</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>51</b>			
	<b>POINTS ACHIEVED</b>				

### **Mandatory Criteria for the System Analyst –(COBOL) - Level 3**

		<b>CONTRACTOR'S RESPONSE</b>	
<b>ITEM #</b>	<b>MANDATORY CRITERIA</b>	<b>DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)</b>	<b>INSERT PAGE # OF RESUME</b>
<b>M1</b>	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the last fifteen years, in analysing, designing and developing information system.		
<b>M2</b>	<p>The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in performing systems analysis on Large Mainframe IT Projects* in Large Information Technology (IT) Environment**.</p> <p>*Large Mainframe IT Projects is defined as a project over \$5 Millions.</p> <p>**Large Information Technology (IT) Environment is defined as over 2000 users or over 1 billion transaction per year.</p>		



<b>M3</b>	The Contractor must demonstrate that the proposed resource has a minimum of five years' experience, within the last ten years, in coding using the COBOL programming language on the mainframe.		
<b>M4</b>	The Contractor must demonstrate that the proposed resource has a minimum four years' experience with the Integrated Data Management System (IDMS) or DB2.		

### Point Rated Evaluation Criteria for the System Analyst –(COBOL) - Level 3

			CONTRACTOR'S RESPONSE		
ITEM #	POINT RATED CRITERIA	MAX POINTS	EVALUATION CRITERIA	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
<b>R1</b>	The Contractor should demonstrate that the proposed resource has additional experience, in excess of Mandatory Criteria M3, in coding using the COBOL programming language on the mainframe.  This additional experience does not have to be within the last fifteen years.	10	5 years or less = 0 point  More than 5 years to 6 years = 2 points  More than 6 year to 7 years = 4 points  More than 7 years to 8 years = 6 points  More than 8 years to 9 years = 8 points		



			More than 9 years = 10 points		
<b>R2</b>	The Contractor should demonstrate that the proposed resource has additional experience in excess of Mandatory Criteria M4 working on Integrated Data Management System (IDMS) or DB2.	10	4 years or less = 0 point  More than 4 years to 6 years = 4 points  More than 6 years to 8 years = 8 points  More than 8 years = 10 points		
<b>R3</b>	The Contractor should demonstrate that the proposed resource has experience maintaining and developing software applications using Via Soft or Expiditer software.	10	1 years or less = 0 point  More than 1 years = 2 points  More than 2 years = 4 points  More than 3 years = 6 points  More than 4 years = 8 points  More than 5 years = 10 points		
	<b>TOTAL</b>	<b>30</b>			
	<b>MINIMUM THRESHOLD SCORE TO BE RESPONSIVE</b>	<b>18</b>			
	<b>POINTS ACHIEVED</b>				





Government of Canada  
 Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
 UNCLASSIFIED

**SECURITY REQUIREMENTS CHECK LIST (SRCL)  
 LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		Public Works and Government Services Canada	
2. Branch or Directorate / Direction générale ou Direction		Acquisitions	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Standing Offer for the provision of Task Based Informatics Professional Services to the Government of Canada			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
		Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input checked="" type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
SECRET / SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
 UNCLASSIFIED

Canada





Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité:
9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
- Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |   |  |  |  |
|---|--|--|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ | <input checked="" type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL | <input checked="" type="checkbox"/> SECRET<br>SECRET | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL  | <input type="checkbox"/> NATO SECRET<br>NATO SECRET  | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |  |  |  |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

UNCLASSIFIED

Canada





Government of Canada  
 Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-055605-B

Security Classification / Classification de sécurité  
 UNCLASSIFIED

**PART C - (continued) / PARTIE C - (suite)**

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
 Non ☐ Yes  
 Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
 Non ☐ Yes  
 Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).





Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

EN578-065005-B

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

Benoit, Réal

Title - Titre

Manager, Supply

Signature

*Réal Benoit*

Telephone No. - N° de téléphone

819 956-2153

Facsimile No. - N° de télécopieur

819 956-7827

E-mail address - Adresse courriel

real.benoit@tpsgc-pwgsc.gc.ca

Date

2011/10/08

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

Charron, Annick

Title - Titre

SO

Signature

*Annick Charron*

Telephone No. - N° de téléphone

819-956-0615

Facsimile No. - N° de télécopieur

819-934-1448

E-mail address - Adresse courriel

annick.charron@tpsgc-pwgsc.gc.ca

Date

Nov 9, 2011

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No

☐ Non

☐ Yes

☐ Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)

JACQUES SAUMER

Title - Titre

CONTRACT SECURITY  
OFFICER

Signature

*Jacques Saumer*

Telephone No. - N° de téléphone

613-948-1332

Facsimile No. - N° de télécopieur

613-954-4171

E-mail address - Adresse courriel

JACQUES.SAUMER@TPSGC-PWGC.GC.CA

Date

16-NOV.-2011





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

<b>A. General Information / Informations générales</b>				
Contract Number / Numéro du contrat :		47060-136911/023/EL		
Contractor Name / Nom du Contracteur :		S.I Systems		
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No. / N° de l'engagement :	Financial Coding / Code financier :	Date of Issuance / Date d'émission :	Response required by / Réponse requise par :
2019000964	1000340764	192020070	December 12, 2018	December 31, 2018

<b>B. For Amendments Only / Aux fins de modification seulement</b>	
Amendment No. / N° de la modification : 1	
Reason for the Amendment / Raison pour la modification :	
1) To increase Estimated Level of Effort (days) from 2) To extend the initial end date from January 23, 2019 to March 31, 2020 3) Increase total cost by \$165,104.81; from \$71,784.70 to \$236,889.51 (All applicable taxes not included)	

<b>C. TA Requirements / Exigences relatives à l'AT</b>					
Required Resource(s) / Ressource(s) requise(s)					
Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Programmer/Analyst – JAVA	2		English / Anglais	Secret	<div>+ -</div>
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)					
As per attached Annex A - Statement of Work					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :		Jul 16, 2018		Initial End Date / Date de fin initiale : Jan 23, 2019	
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :				March 31, 2020	
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale					
Travel Requirement(s) / Exigence(s) de voyage :		N/A			
Work Location(s) / Lieu(x) de travail :		333 North River Rd, Ottawa, ON			

## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

<b>A. Contractor Resource(s) / Ressource(s) du Contracteur</b>
Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC	
	Programmer/Analyst – JAVA	2	English / Anglais	Reliability / Fiabilité		<div>+ -</div>

## B. Estimated Cost / Coût estimatif

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div><div>+</div><div>-</div></div><div>Programmer/Analyst – JAVA( July 16, 2018 to March 31, 2020)</div></div>	2			\$236,889.51
Estimated Cost / Coût estimatif				\$236,889.51
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00
Taxe % applied / % de taxes appliquées	13.000	Applicable Taxes / Taxes applicables		\$30,795.64
Total Estimated Cost / Coût total estimatif				\$267,685.15

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Erin Lapensee

Name of Authorized Client / Nom du client autorisé

Date

*Erin Lapensee*

Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante

Date

Morin, Sylvie

Digitally signed by Morin, Sylvie  
Date: 2018.12.12 07:18:01 -05'00'

Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

*Tom Riley, Director*

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

*[Signature]*

Signature

*12/20/2018*

Date





Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM

## FORMULAIRE D'AUTORISATION DE TÂCHES

**PART 1** (completed by the Technical/Project Authority) / **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/023/EL				
Contractor Name / Nom du Contracteur : S.I Systems				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) : 2019000964	Commitment No. / N° de l'engagement : 1000340764	Financial Coding / Code financier : 192020070	Date of Issuance / Date d'émission : Mar 26, 2019	Response required by / Réponse requise par : Mar 29, 2019

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification : 2
Reason for the Amendment / Raison pour la modification : This amendment is raised to reduce the level of effort and amend the end date of the TA.

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Programmer/Analyst – JAVA	2		English / Anglais	Secret	+ -

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached Annex A – Statement of Work

### Period of Services / Période de service:

Initial Start Date / Date de début initiale : Jul 16, 2018	Initial End Date / Date de fin initiale : Jan 23, 2019
Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) : Mar 29, 2019	
<input type="checkbox"/> Option To Extend Initial End Date / Option pour prolonger la date de fin initiale	
Travel Requirement(s) / Exigence(s) de voyage : N/A	
Work Location(s) / Lieu(x) de travail : 333 North River Rd, Ottawa, ON	

**PART 2** (completed by the Contractor and/or the Technical/Project Authority) / **PARTIE 2** (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

### A. Contractor Resource(s) / Ressource(s) du Contracteur

Not to be approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Programmer/Analyst – JAVA	2	English / Anglais	Reliability / Fiabilité	

## B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
+	Programmer/Analyst –	2			\$97,737.63
Estimated Cost / Coût estimatif					\$97,737.63
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$12,705.89
Total Estimated Cost / Coût total estimatif					\$110,443.52

## PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this IA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Shirley Kennedy 2018-03-27-19  
Name of Authorized Client / Nom du client autorisé Date

\_\_\_\_\_  
Name of Contracting Authority / Nom de l'autorité contractante Date

[Signature]  
Signature

\_\_\_\_\_  
Signature

## PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Tom Riley, Managing Director  
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

[Signature]  
Signature

March 27 '19  
Date





# TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

## PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

### A. General Information / Informations générales

Contract Number / Numéro du contrat : 47060-136911/023/EL

Contractor Name / Nom du Contracteur : S.I Systems

Task Authorization (TA) No. / N°  
de l'autorisation de tâches (AT) :

2019000964

Commitment No. / N° de  
l'engagement :

1000340764

Financial Coding / Code  
financier :

192020070

Date of Issuance / Date  
d'émission :

July 16, 2018

Response required by /  
Réponse requise par :

July 18th, 2018

### B. For Amendments Only / Aux fins de modification seulement

Amendment No. / N° de la modification :

Reason for the Amendment / Raison pour la modification :

### C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category / Catégorie	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Programmer/Analyst - JAVA	2		English / Anglais	Secret	+ -

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

As per attached Annex A - Statement of Work

### Period of Services / Période de service:

Initial Start Date / Date de début initiale :

Jul 16, 2018

Initial End Date / Date de fin initiale :

Jan 23, 2019

Extended End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :

☐ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale

Travel Requirement(s) / Exigence(s) de voyage :

N/A

Work Location(s) / Lieu(x) de travail :

333 North River Rd, Ottawa, ON

## PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

### A. Contractor Resource(s) / Ressource(s) du Contracteur

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.





Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

# TASK AUTHORIZATION FORM

## FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profil linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / N° du dossier de sécurité TPSGC
	Programmer/Analyst – JAVA	2	English / Anglais	Reliability / Fiabilité	

### B. Estimated Cost / Coût estimatif

Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
<div><div></div><div></div></div>	Programmer/Analyst – JAVA( July 16, 2018 to January 23, 2019	2			\$71,784.70
Estimated Cost / Coût estimatif					\$71,784.70
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00
Taxe % applied / % de taxes appliquées		13.000	Applicable Taxes / Taxes applicables		\$9,332.01
Total Estimated Cost / Coût total estimatif					\$81,116.71

### PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certifies that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$1,200,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$1,200,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Robert Perwarden July 12 / 18  
 Name of Authorized Client / Nom du client autorisé Date  
Robert Perwarden  
 Signature

\_\_\_\_\_  
 Name of Contracting Authority / Nom de l'autorité contractante  
 \_\_\_\_\_  
 Signature

### PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Tom Ri July 12, 2018  
 Name and title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur  
 Signature Date